



**WELLINGTON**

SHIRE COUNCIL

*The Heart of Gippsland*

## **Council Meeting Agenda**

**Meeting to be held at**

**Port Of Sale Civic Centre**

**Foster Street, Sale**

**Tuesday 18 November 2014, commencing at 6pm**

**or join Wellington on the Web:  
[www.wellington.vic.gov.au](http://www.wellington.vic.gov.au)**

# ORDINARY MEETING OF COUNCIL – 18 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***



## **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:

18 NOVEMBER 2014

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**OBJECTIVE**

To adopt the minutes of the Ordinary Council Meeting of 5 November 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**

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**RECOMMENDATION**

***That Council adopt the minutes and resolutions of the Ordinary Council Meeting of 5 November 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:

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ITEM	FROM MEETING	COMMENTS	ACTION BY
NIL			



## **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:

18 NOVEMBER 2014

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ITEM	FROM MEETING	COMMENTS	ACTION BY
NIL			

**ITEM A9(2)****RECEIPT OF PETITION: SPEED LIMIT ON SEASPRAY ROAD LONGFORD**

DIVISION: BUILT AND NATURAL ENVIRONMENT  
 ACTION OFFICER: MANAGER BUILT ENVIRONMENT  
 DATE: 18 NOVEMBER 2014

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

**OBJECTIVE**

To present Council with a petition in relation to the speed limit on Seaspray Road Longford.

**BACKGROUND**

A petition containing 65 signatures has been received by Council.

A copy of the petition is attached for Council information.

**LEGISLATIVE IMPACT**

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

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

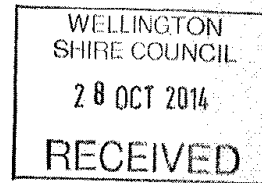
**PUBLIC QUESTIONS AND COMMENTS FROM THE GALLERY****RECOMMENDATION**

*That*

1. ***Council receive the attached petition relating to the reduction of speed limit Seaspray Road Longford; and***
2. ***Council note that staff have on forwarded the petition to both VicRoads and Local State member Peter Ryan for their attention; and***
3. ***Council advise head partitioner accordingly.***

27 October 2014

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



Dear Sir or Madam:

**RE: SPEED LIMIT ON SEA SPRAY ROAD LONGFORD**

I write with regard to the above and wish to bring to your attention the speed limit issue on Sea Spray Road Longford from the intersection of South Gippsland Highway to Boundary Creek road, it is presently at 100kph, which poses a risk to school busses and school children alighting from vehicles near the Longford General store.

This is also a major safety concern when large semi trailers are barreling along at 100kph not able to slow down for traffic that is pulling in and out of the Longford General Store and Andrews Road intersection.

My husband and I have recently purchased land on seaspray road and witness the many comings and goings of traffic and have a genuine concern and fear for our children living on such a main road. I have already had a dog hit on that road by a car travelling at 100kph. It is also a main raceway for young drivers gaining speed on the top of 3GI hill and driving down toward South Gippsland Highway.

I have compiled a list of residents signatures and names whom are concerned with this issue also and I encourage you to put forward a motion to slow the speed limit to at least 70 or 80kph from South Gippsland Highway Interstecion to past Boundary Creek Rd. Not only is the Infrastructure starting to grow within the Longford area with the release of new housing sub divisions on Andrews Rd, this is a major safety issue.

I look forward to receiving a response from you.

Kind regards

A handwritten signature in black ink, appearing to be "Leah Scott".

Leah Scott  
0420 372 557  
lrscott@me.com

TOTAL 65

PETITION TO REDUCE THE SPEED OF SEA SPRAY ROAD TO 70 KPH BETWEEN SOUTH GIPPSLAND HIGHWAY AND BOUNDARY CREEK ROAD LONGFORD. THIS WILL PROVIDE SAFETY FOR SCHOOL CHILDREN AT THE BUS STOP, CUSTOMERS OF THE GENERAL STORE AND FIRE TRUCKS PULLING OUT OF THE BRIGADE SHED FOR EMERGENCIES.

PLEASE CONTACT LRSCOTT@ME.COM SHOULD THERE BE ANY QUERIES

NAME	ADDRESS	SIGNATURE	COMMENTS
PAUL FARMER			NO MORE THAN 50KM
FIONA FARMER			80 KPH
JOHN FARMER			Good idea.
Sue Kennedy			"
F. Trett			
M. Farmer			
M. Macleod			
R. King			Kids + Dogs !!!
PETER HENRI			KIDS + SAFETY.
JOHN BARBER			SAFETY
Ron Farmer			SAFETY
BRYAN NUNT			Safety
Una Schneider			Kids + Safety
Sarah Wainwright			
Linda Rawnsan			80kph
JACINTA MASON			
Mark Caplan			60 KPH
JOHN ARTHUR			70 kph
Scholar Brackley			80kph
Col Stephenson			70 km
JOHN H. LINDEN			70 KM KIDS
M. Gould			80kph
S. Wadd			80 kph
the farmers			80 ks
CHERRY DUNSTON			ops @ 6:30am please
Kerry Mitchell			
Peter Hase			Overdue !!
AGNEE HOODS			80 kph
BRENDAN GILES			SAFETY
HELEN HAARAP			KIDS Safety
ASH HEYDOR			
L. FETTS			+ 70kph on rd @
PAUL ROSS			PROTECT CHILDREN
A. Stup			" " " "

34

OVER TAKING LANE TOP 301 HILL @ NEARBY  
RD KIDS - VERY DANGEROUS @ TOP OF HILL







## **A - PROCEDURAL**

### **A10 INVITED ADDRESSES, PRESENTATIONS OR ACKNOWLEDGEMENTS**

**ITEM A11**

**GALLERY COMMENTS**

DIVISION:

CHIEF EXECUTIVE OFFICER

ACTION OFFICER:

CHIEF EXECUTIVE OFFICER

DATE:

18 NOVEMBER 2014

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## **A - PROCEDURAL**

### **A12 QUESTIONS ON NOTICE**

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

ACTION OFFICER

CHIEF EXECUTIVE OFFICER

DATE:

18 NOVEMBER 2014

ITEM	FROM MEETING	COMMENTS	ACTION BY
<p>Question On Notice</p> <p>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?</p>	<p>16 September 2014</p>	<p>A response will be provided at a future Council Meeting.</p> <p><u>21 October 2014</u> Awaiting response from Ms Jill Hennessy MP Shadow Minister for Public Transport</p> <p><u>5 November 2014</u> Awaiting response from Ms Jill Hennessy MP Shadow Minister for Public Transport</p> <p><u>18 November 2014</u> Response received 6 October 2014 from Ms Jill Hennessy MP Shadow Minister for Public Transport</p>	<p>General Manager Development</p>

**ITEM A12(1)**

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

OFFICER: GENERAL MANAGER DEVELOPMENT

DATE: 18 NOVEMBER 2014

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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 from Ms Jill Hennessy MP Shadow Minister for Public Transport

5 November 2014

Awaiting response from Ms Jill Hennessy MP Shadow Minister for Public Transport

18 November 2014

Response received 6 October 2014 Jill Hennessy MP Shadow Minister for Public Transport stating

I can confirm that a future Victorian Labor Government, if we are provided the honour and responsibility by the Victorian people in November, has no plans to change the current arrangement whereby trains begin and terminate at Flinders Street and/or Southern Cross stations.



22 September 2014

Ms Jill Hennessy MP  
Shadow Minister for Public Transport  
PO Box 6519  
POINT COOK 3030

Dear Ms Hennessy

**GIPPSLAND LINE PASSENGER RAIL SERVICES**

At the ordinary meeting of Wellington Shire Council on 16 September the following question on notice was tabled:

*"...to request from the Shadow Minister for Public Transport, an assurance that ALL Gippsland line passenger rail services, beginning and ending east of Pakenham, will start and /or terminate at Flinders Street Station or Southern Cross Station, should the Labor Party form government after the next State Election?"*

When tabling this question on notice, it was noted that public transport and access to Melbourne is a vital commodity for the Wellington Shire community, particularly for our elderly citizens and those who utilise public transport to access specialist medical services in Melbourne.

Your consideration of this question on notice is appreciated.

Yours sincerely



**DAVID MORCOM**  
Chief Executive Officer

Our Ref: DM:IC

**Civic Centre: Port of Sale**

70 Foster Street (PO Box 506), Sale Victoria 3650  
Telephone 1300 366 244 • Facsimile 03 5142 3499  
enquiries@wellington.vic.gov.au • www.wellington.vic.gov.au • DX 85008

**Service Centre: Yarram**

156 Grant Street, Yarram Victoria 3971  
Telephone 03 5182 5100

**NATIONAL AWARDS**  
FOR LOCAL GOVERNMENT



*The Heart of Gippsland*



## A - PROCEDURAL

# A13 MAYOR'S REPORT

A Mayor's Report is due to be presented on the 19 March 2013.

**ITEM A13****MAYOR'S REPORT**

OFFICER:

COUNCILLOR CROSSLEY

DATE:

18 NOVEMBER 2014

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**Mayor's Report  
Tuesday 18 November 2014**

I would like to begin this month's Mayor's Report by acknowledging the two year term recently completed by Cr Scott Rossetti.

His leadership has fostered a collegial and effective council that seeks and achieves the best and most appropriate outcomes for our community. Though I recognise I have big shoes to fill, it is my intention to continue on the path established by Cr Rossetti.

He has given me a great foundation upon which to stand. We are headed in the right direction with some incredibly exciting projects at various stages of planning and execution. I look forward in coming months to the official opening of the Yarram Hub, continuing in my role on the steering group for the Cultural Hub Project and overseeing the redevelopment works at the Sale Livestock Exchange.

My leadership style may be different, but I will continue to lead collaboratively as that has proven to make our council one of such great strength. We listen to all of our diverse communities, we strive to respond appropriately and make Wellington an even better place.

I am honoured to have been elected Wellington Shire Council's second female Mayor and thank my fellow Councillors for placing your faith in my abilities to represent you all.

Council acts on behalf of our entire community, of which women make up over half. I would warmly encourage a greater number of women to stand for council, to even better represent and promote the interests of our community. The experience of being part of a council certainly brings its challenges, but it never fails to also bring reward.

I look forward to the next year, to spending more time in our community, meeting you all and discussing your concerns and priorities for our shire.

**McLoughlins Beach Footbridge Funding Announcement**

Crossing McLoughlins Channel, the McLoughlins Beach Footbridge provides a unique connection from the township to the Nooramunga Marine and Coastal Park, and 90 Mile Beach. This is an established recreational and tourism destination for activities such as bushwalking, sightseeing, whale watching and recreational beach fishing.

These unique walks are widely promoted as one of the Inspiring Walks of Gippsland by Destination Gippsland and Tourism Victoria. Given the critical connection that this asset provides, retention of the McLoughlins Beach Footbridge was identified as a priority within the McLoughlins Beach Community Plan.

Recognising that the current bridge is at the end of its useful life, Council allocated \$250,000 for its replacement. Thanks to an additional \$500,000 State Government Putting Locals First Grant, our residents as well as visitors to McLoughlins Beach will have continued access to the Nooramunga Marine and Coastal Park.

Also announced whilst at McLoughlins Beach by the State Government is an additional \$336,000 infrastructure funding across three coastal recreational boating facilities. This includes a \$166,000 grant for installation of two floating pontoons near the McLoughlins Beach boat ramp. One will be built on the south side of the jetty with the other to the north replacing the existing timber jetty extension, both significantly improving access for launch and retrieval of boats.

Manns Beach boat ramp will be redeveloped with a \$146,000 grant and navigation aids at Port Albert will receive a \$24,000 upgrade through Gippsland Ports. Many residents enjoy getting out on the water and boating is a great tourism pull. Thanks to the State Government these grants will improve safety and infrastructure, helping us ensure that Wellington offers quality boating facilities.

### **Princes Highway East Funding Announcement**

I attended a second announcement on Friday 7 November; that of a further \$85 million commitment from the federal and state governments to continue the duplication project of the Princes Highway between Traralgon and Bairnsdale. This ongoing duplication project is of significant importance to Wellington, improving our transport links with both Melbourne and Sydney which in turn benefit our local economy as well as connecting our communities

**COUNCILLOR CAROLYN CROSSLEY**

MAYOR



## A - PROCEDURAL

# A14 YOUTH COUNCIL REPORT

Youth Council will present a report to Council quarterly due January 2015.



# B –REPORT

## DELEGATES



## **C1 - REPORT**

# **CHIEF EXECUTIVE OFFICER**

**ITEM C1.1****OCTOBER 2014 PERFORMANCE REPORT**

DIVISION: CEO  
 ACTION OFFICER: CHIEF EXECUTIVE OFFICER  
 DATE: 18 NOVEMBER 2014

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

**OBJECTIVE**

For Council to receive and note the October 2014 Council Performance Report.

**BACKGROUND**

The October 2014 Council Performance Report comprises key highlights towards achievement of the 2013 -17 Council Plan, progress in relation to Major Initiatives and Initiatives as identified in the 2014/15 Budget together with an overview of Council finances including an Income Statement, a Balance Sheet with commentary regarding any major variances, information on cash balances, the level of rates outstanding and a progress update on Council's Capital Works program.

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

**OPTIONS**

Following consideration of the attached October 2014 Performance Report, Council can resolve to either:

1. Receive and note the October 2014 Council Performance Report; or
2. Not receive and note the October 2014 Council Performance Report and seek further information for consideration at a later Council meeting, which would result in Council not meeting legislative requirements.

**PROPOSAL**

That Council receive and note the attached October 2014 Council Performance Report.

**CONFLICT OF INTEREST**

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

**FINANCIAL IMPACT**

The attached financial report provides information that informs Council on its financial operations for the period ending October 2014 as well as the expected financial position for the 2014/15 year.

The report indicates that the final operating result for 2014/15 will be slightly worse than originally budgeted, mainly due to the impact of non-cash items, additional 2013/14 operating carried forwards (funded from cash unspent at June 2014). These changes are partly offset by additional grant funding, supplementary rates raised and savings on insurance premiums.

### **COMMUNICATION IMPACT**

The Council Plan communicates Council's strategic direction to the community. The Council Plan can also be used by Council to communicate its vision and direction to other tiers of government, organisations, government agencies and funding bodies.

### **LEGISLATIVE IMPACT**

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

### **COUNCIL POLICY IMPACT**

The October 2014 Council Performance Report has been prepared in the context of existing Council policies.

### **COUNCIL PLAN IMPACT**

Objective 2.2 states that Council will:

*"Maintain processes and systems to ensure sound financial management"*

Objective 2.3 states that Council will:

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

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

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### **RECOMMENDATION**

***That Council receive and note the October 2014 Council Performance Report as attached.***

# OCTOBER PERFORMANCE REPORT

## OCTOBER 2014 COUNCIL PLAN HIGHLIGHTS

### ***Heyfield Small Business Day***

Council received a \$5,000 State Government grant on behalf of the Heyfield Chamber of Commerce to support Small Business Day in Heyfield on October 4. The grant facilitated promotion via radio and television in the lead up to the day. This same footage will be used for ongoing promotions on both the Heyfield website and Facebook page. The event coincided with the Heyfield Food and Wine Festival which was held on October 5. An estimated 30% increase in normal Saturday trading on Heyfield Small Business Day was reported although the number of other towns across Gippsland conducting similar events may have impacted on overall numbers.

### ***Onshore Natural Gas Community Panel***

Council participated in the Onshore Natural Gas Community Panel held as part of the State Government moratorium on Onshore Natural Gas.

### ***Relocation of Sale Greyhound Racing Club***

On October 16 the Minister for Planning approved Planning Scheme Amendment C89 to allow for the relocation of the Sale Greyhound Racing Club to the northern side of the Maffra-Sale Rd. The proposed development will feature a new race track and multi-use hospitality and function venue of regional significance.

### ***No Charge Green Waste Weekend***

The no charge green waste weekend was held again this year across the Melbourne Cup long weekend. The program was well utilised with many taking advantage of the good weather to dispose of excess vegetation at Council transfer stations.

### ***Street Lights LED replacement program***

Councils Street Lights LED replacement program was presented and displayed at both the Maffra Show and the Heyfield Sustainability festival. Community feedback on the display was very positive.

### ***Children's Week 2014***

This year all events were combined into a week of celebrations from Saturday 18 to Friday 24 October under leadership from Uniting Care Gippsland. Events were held in Sale, and a road show visited Heyfield, Yarram, Briagolong, Lochsport, and Seaspray. These towns were chosen as they have a Supported Playgroup, aimed at socially isolated and or vulnerable communities. The events all focussed around the theme of messy play and all were well attended. 120 parents and children participated in the Yarram event, approx 50 at Briagolong and Heyfield and smaller numbers in Seaspray and Loch Sport. Over 200 participated in the Big Draw activities in Sale.

### ***State Government Grant Funding – Community Infrastructure and Planning Announcements***

All Council applications for funding from Regional Development Victoria and Sport and Recreation Victoria have been successful and signed funding agreements are in place for the following:

- Sale CBD UDF Implementation – Raymond Street North
- McLoughlin's Beach 90 Mile Beach Access – New Footbridge
- Royal Flying Doctors Service Accommodation, Sale

- Victorian Timber Workers Memorial, Heyfield
- McLean Street, Maffra Shared Pathways
- Sale Memorial Hall Master Plan

### ***Federal Government Grant Funding – National Stronger Regions Fund Opens***

Federal government National Stronger Regions Fund opened for applications on 1 October 2014 with Round 1 closing on 28 November 2014. Priority project for Round 1 is the Port of Sale Cultural Hub and Precinct Plan Implementation. A working group of Business Unit Managers and General Managers has been established to prepare the application. Consultants have been engaged to develop the precinct plan documentation and to prepare a business case, including economic benefit modelling. The program has a strong bias towards economic development projects.

### ***Aqua Energy Attendance and User Survey***

Aqua Energy attendance figures remain strong with 50,000 attendances recorded for July - October 2014. Aqua Energy total members at 27 October is 1,407 which is an increase of 30 memberships since the end of August 2014. Learn to Swim enrolments remain strong with Term 3 finishing with 570 enrolments and Term 4 enrolments increasing to almost 600, which represents an occupancy rate of 80% and it is expected that these numbers may increase further. Class vacancies are almost entirely at the top end of the skills spectrum, with younger or less experienced swim classes fully booked.

Aqua Energy launched a modified boot camp program called "Quick Fit" to create an intense and short fitness program to complement the current boot camp series.

### ***Wellington Shire Council (WSC) and Fulham Correctional Services win State-wide Corrections Victoria Community Partnership Award***

Wellington Shire Council (WSC) and Fulham Correctional Services have won a state-wide Corrections Victoria Community Partnership award for "Most Outstanding New Project. This collaborative partnership came about through Councils coordination of the residential clean-up of properties affected by the Jack River Fire of February 2014.

### ***Community Emergency Planning Guide and Workbook (CEP) - to be rebadged and adopted by Mitchell Shire Council***

Wellington Shire Council (WSC) document - Community Emergency Planning Guide and Workbook (CEP) will be rebadged and adopted by Mitchell Shire Council (with appropriate acknowledgement to WSC). The CEP supports local communities to develop "their" Community Emergency Plan which will include considerations for vulnerable people.

### ***Annual roadside weed management***

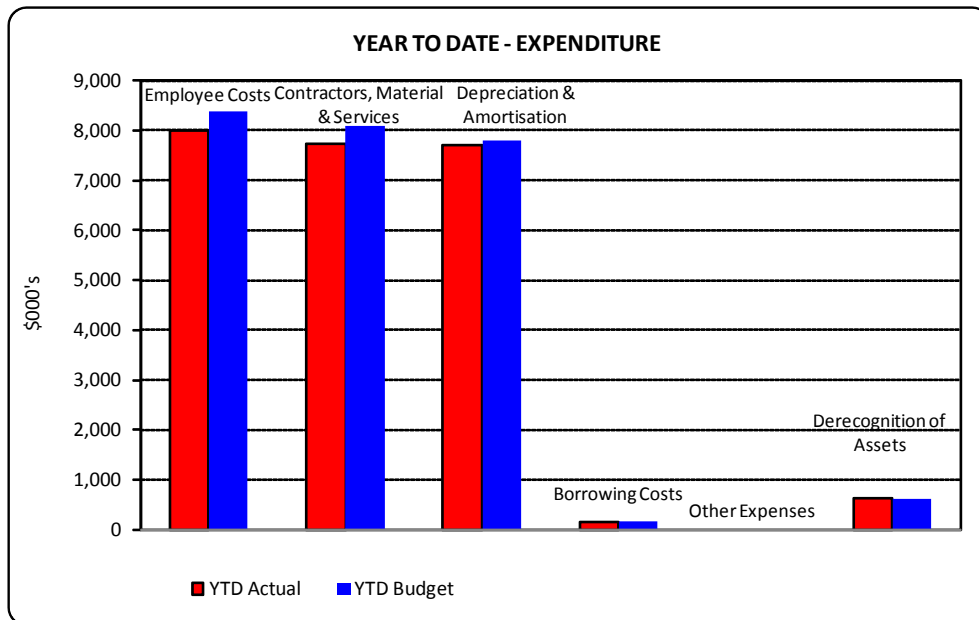
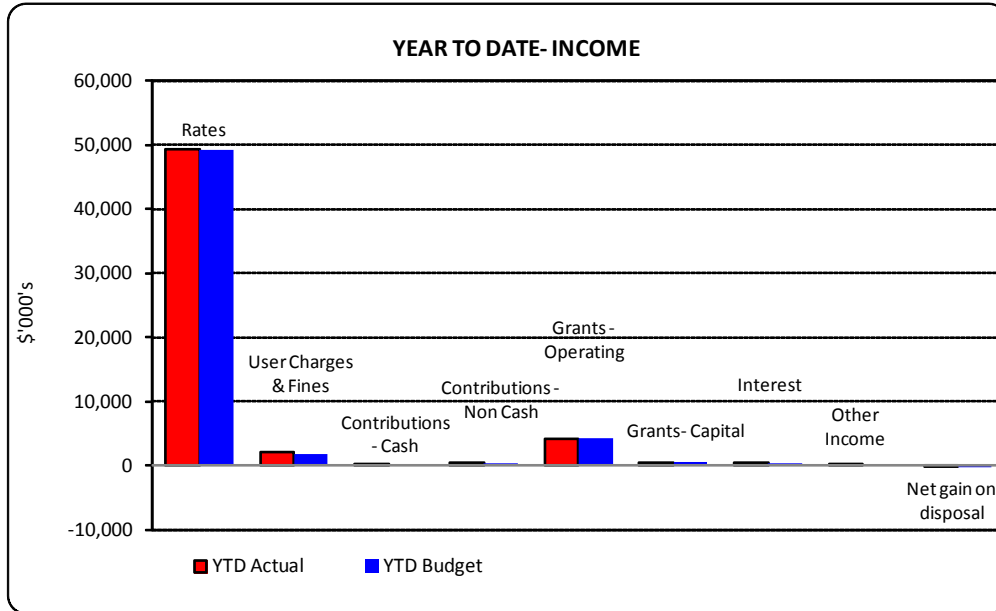
Our annual roadside weed management program is progressing well with treatment of African Love-grass completed on roadsides in the Perry Bridge area. Prickly Pear inspections have commenced following receipt of historic site data from the Department of Environment and Primary Industries (DEPI) and control work will occur over summer months.

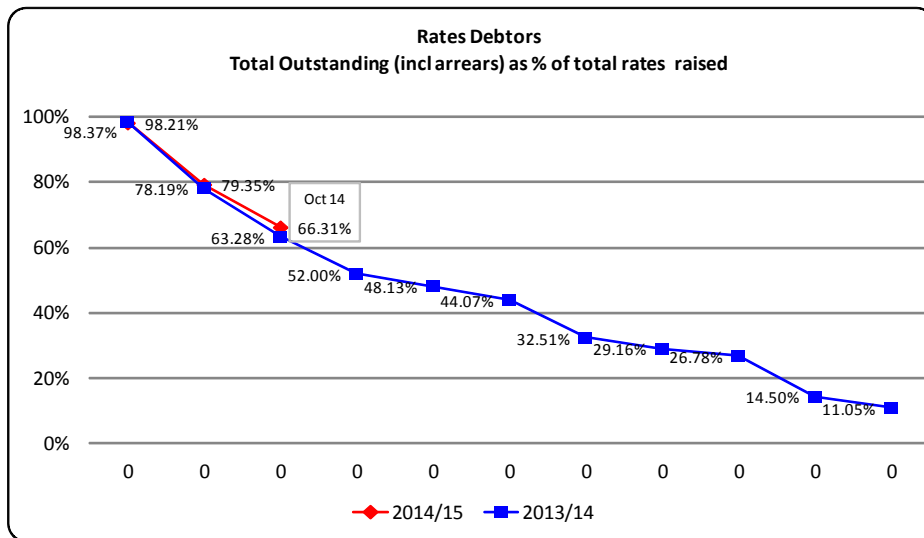
### ***Condition audit of Council and community facilities***

Our annual condition audit of Council and community facilities is progressing well with over fifty buildings now inspected. Information gathered from these audits is used in developing maintenance and future capital works programs.

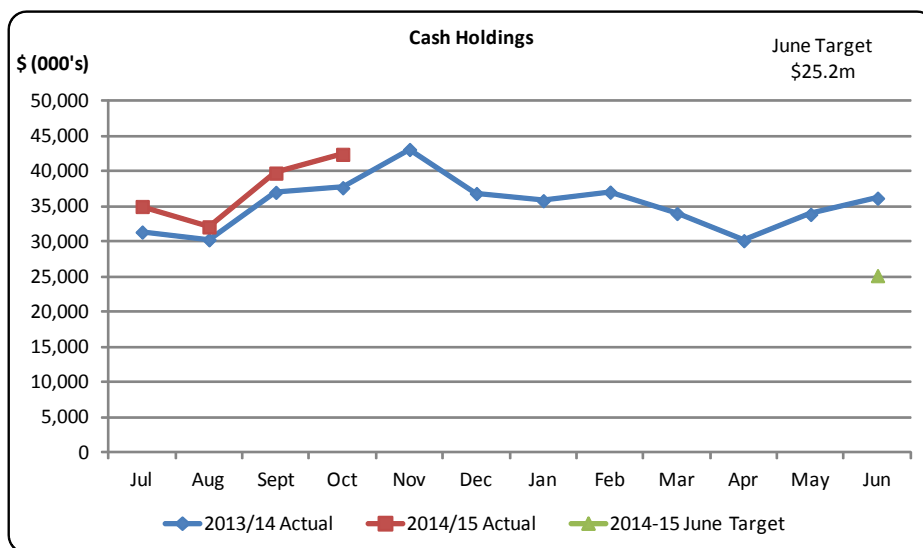
# OCTOBER 2014 FINANCIAL HIGHLIGHTS

The financial highlight report as at 31 October 2014 provides summary information regarding Council's operating and capital works performance for the year to date.





The first rate instalment was due on 30 September 2014. The percentage of outstanding rates is slightly higher than last year. This is likely to have been an effect of the notices going out two weeks later than in the previous year.



Council cash holdings at the end of October 2014 of \$42.4m are above the October 2013 balance of \$39.8 million. The higher than expected current cash holdings includes restricted funds of \$7.8 million to cash back reserves, \$7.7 million to cover provisions and approximately \$12.7 million associated with the 2014/15 operating and capital carry forwards.

**INCOME STATEMENT**  
**For The Period Ending 31 October 2014**

	YEAR TO DATE 2014-15			FULL YEAR 2014-15		
	Actual \$000's	Adjusted Budget \$000's	Variance \$000's	Adjusted Budget \$000's	Achieved %	Adopted Budget \$000's
<b>Income</b>						
Rates	49,235	49,151	84	49,301	100%	48,923
User Charges & Fines	2,076	1,860	216	6,611	31%	6,611
Contributions - Operating	112	102	10	219	51%	228
Contributions - Capital	12	10	2	707	2%	773
Contributions - Capital (Non Cash)	445	360	85	360	124%	-
Grants - Operating (recurrent)	3,907	3,930	(23)	13,512	29%	13,427
Grants - Operating (non-recurrent)	218	215	3	948	23%	783
Grants - Capital (recurrent)	-	-	-	1,600	0%	1,600
Grants - Capital (non-recurrent)	507	504	3	4,022	13%	3,403
Interest	383	360	23	1,100	35%	1,100
Other Income	164	101	63	236	70%	192
Net gain on disposal of property, infrastructure, plant and equipment	(208)	(171)	(37)	(85)	244%	93
<b>Total Income</b>	<b>56,851</b>	<b>56,422</b>	<b>429</b>	<b>78,531</b>	<b>72%</b>	<b>77,133</b>
<b>Expenditure</b>						
Employee Costs	7,997	8,383	386	23,682	34%	23,453
Contractors, Materials and Services	7,730	8,094	364	31,877	24%	31,006
Bad and Doubtful Debts	-	-	-	112	0%	112
Depreciation and Amortisation	7,692	7,786	94	23,154	33%	22,854
Borrowing Costs	163	163	-	816	20%	816
Derecognition of Assets	628	628	-	628	100%	-
<b>Total Expenditure</b>	<b>24,211</b>	<b>25,055</b>	<b>844</b>	<b>80,268</b>	<b>30%</b>	<b>78,241</b>
<b>Surplus/(Deficit) for the period</b>	<b>32,640</b>	<b>31,367</b>	<b>1,273</b>	<b>(1,738)</b>		<b>(1,108)</b>

**SUMMARY**

The operating result as at October 2014 reflects a surplus of \$32.6m against an adjusted budget surplus of \$31.3m. Overall, Council expects that the final result for 2014/15 will be slightly worse than originally budgeted (by \$0.6m). The majority of the change is from budget adjustments made for non cash items (increased deficit by \$0.8m) and additional 2013/14 operating carry forwards (\$0.8m), funded from cash unspent at June 2014. This was offset by additional grant funding, rates raised and savings on insurance premiums.

**INCOME**

**Rates** - Additional rates have been raised due to supplementary valuations being greater than originally anticipated.

**User Charges & Fines** - Commercial tipping fees have been higher than expected for the first quarter - the collection of landfill gate fees is unpredictable. Ticket sales at EBBWEC have exceeded expectations due to the popularity of the internal programming. This is partially offset by additional expenditure due to risk sharing arrangements and lower venue hire income. Strong swim school enrolments and improved fee collection processes has lead to favourable YTD variance which is expected to continue through to the end of the year.

**Contributions** - An unbudgeted contribution for a concrete deck at Stratford Recreation Reserve was received. This is offset by low public open space contributions. Unbudgeted park assets in a subdivision were gifted to Council.

**Grants** - Budgeted funding for the Stratford SES and the Art Gallery education officer are yet to be received.

**Other income** - Year to date variance relates to increased interest on rates and an unbudgeted insurance recovery.

**Net Gain(Loss) on Disposal of Assets** - Delays in the renewal of plant and vehicles has caused a year to date variance. The budget has been adjusted to recognise a net loss on disposal of assets due to an unplanned land sale.

**EXPENDITURE**

**Employee Costs** - Year to date employee costs are under budget due to the reversal of the 2013-14 wage accrual, various vacancies and the timing of annual and long service leave. This is partly offset by the use of agency staff and contractors where required.

**Contractors, Materials and Services** - There are many minor underspends throughout the organisation driving the majority of the \$364k underspend. Maintenance costs for concrete paths, gravel roads and Council owned plant are all currently underspent due to seasonal timing and work priorities. Overall, utilities are underspent due to both timing and a number of charges being less than expected. A painting project at Aqua Energy budgeted to occur in October has yet to be completed. This is offset by unbudgeted expenditure on a recent storm event (to be reimbursed through natural disaster funding) and contributions towards regional flood studies for Rosedale, Seaspray and Tinamba which will be covered through the project development capital budget.

## CAPITAL EXPENDITURE PROGRAM EXPENDITURE

For The Period Ending 31 October 2014

	YEAR TO DATE 2014-15			FULL YEAR 2014-15		
	Actual	Adjusted Budget	Variance	Adjusted Budget	Achieved	Adopted Budget
	\$000's	\$000's	\$000's	\$000's	%	\$000's
Bridges	108	167	60	1,927	6%	1,823
Drainage	-	-	-	150	0%	150
Footpaths & Cycleways	98	100	2	1,095	9%	932
Plant, Machinery & Equipment	119	662	544	2,004	6%	1,786
Roads	267	411	144	10,974	2%	10,353
Buildings	1,796	2,945	1,149	13,292	14%	12,315
Parks & Environmental Services	169	213	44	3,861	4%	3,773
Waste Management	9	-	(9)	759	1%	753
Landfill Improvements	6	30	24	30	19%	30
Furniture and Fittings	246	265	19	341	72%	257
Information Technology	479	518	39	859	56%	769
Library Books	104	93	(11)	251	41%	251
Intangibles	24	115	91	556	4%	444
<b>Grand Total</b>	<b>3,424</b>	<b>5,520</b>	<b>2,095</b>	<b>36,100</b>	<b>9%</b>	<b>33,634</b>

As at 31 October 2014, the adjusted capital expenditure budget is \$36.1 million up from an adopted budget of \$33.6 million due to additional carry forwards (which include multiyear projects – Yarram District Hub, Desailly Street Corporate Headquarters and Sale Livestock Exchange upgrade) and unbudgeted grant funding for the Royal Flying Doctor Services Sale Facilities.

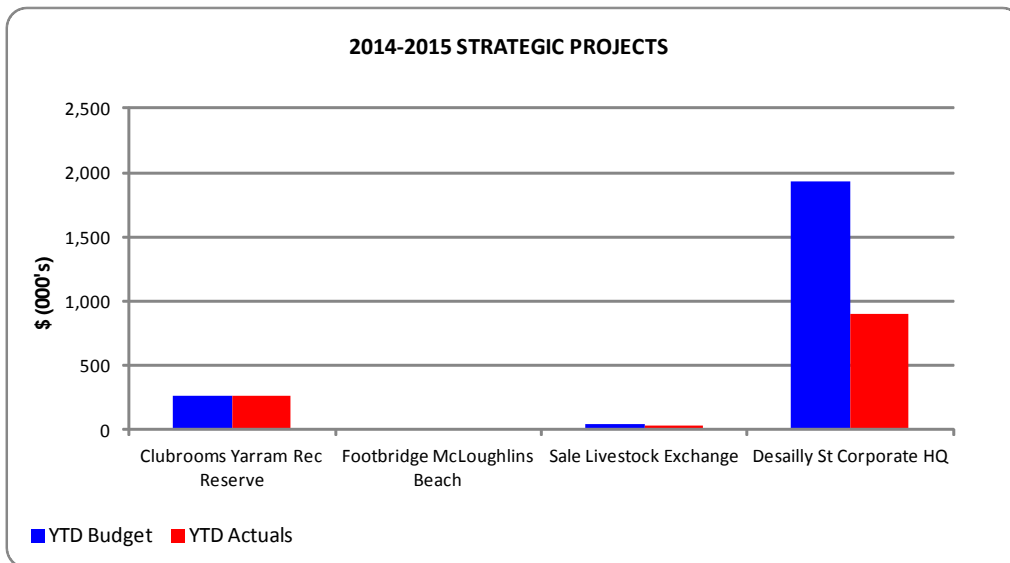
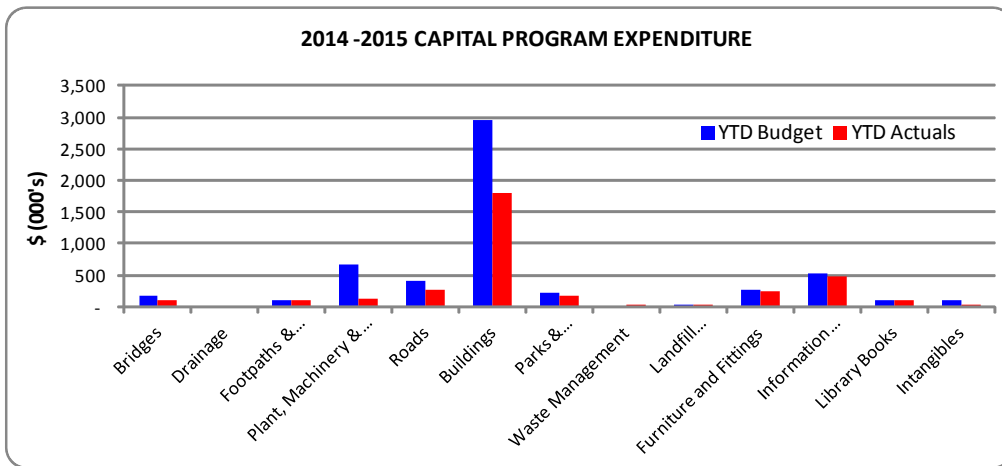
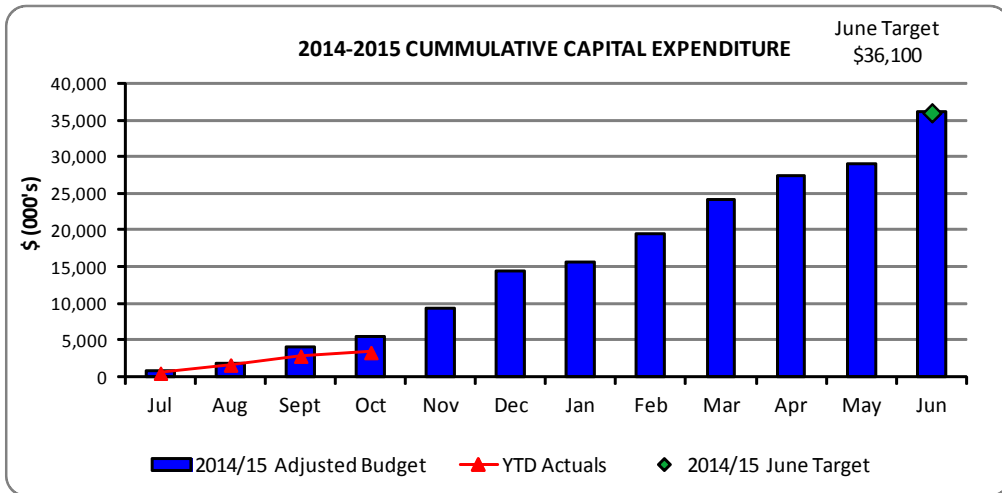
The major year to date variances for plant, machinery and equipment and buildings relate to fleet and plant renewal and the fitout and ICT elements of the Desailly Street Corporate Headquarters, for which purchase orders have been placed.

Of the 137 projects planned for this year, 12% are complete, 34% have commenced, 3% are in the contract stage and 49% are in preplanning. The remaining 2% represent Taylor's Lane upgrade which has been cancelled due to unsuccessful funding and Maxfield's Footbridge renewal which is on hold subject to scope being finalised.

The Yarram District Hub building works are complete and Lawler Street road works are expected to be completed by Christmas. Works on the Yarram Recreation Reserve clubrooms refurbishment is progressing and the project is due for completion in March/April 2015. Funding for the McLoughlins Beach Footbridge Renewal has been secured through the Putting Locals First Program and project planning has commenced. Demolition works on the Sale Livestock Exchange upgrade have commenced and the buyer's walkway contract was awarded in October 2014. The shed and shed fitout contracts are expected to be awarded in November 2014.

The Desailly Street Corporate Headquarters project is progressing well and expected to be completed by January 2015. The Information and Communication Technology (ICT) elements of this project are also progressing well. Port of Sale Cultural Hub project is progressing with architects currently developing concepts to present to Council.

Contracts awarded during October 2014 include the crest widening program and Sale CBD works. The annual reseals program commenced in October 2014 and is expected to be complete in March 2015.



**ITEM C1.2****CHIEF EXECUTIVE OFFICER'S REPORT**

OFFICER: CHIEF EXECUTIVE OFFICER

DATE: 18 NOVEMBER 2014

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23 October	Attended Municipal Association of Victoria Councillor Awards, Melbourne, along with Mayor Rossetti and Councillor Hole. Mayor Rossetti received a Mayor Emeritus Award for three terms as Wellington Shire Council Mayor.
24 October	Meeting with the Chief Executive Officer of Maroondah City Council, Melbourne
26 October	Attended the Sale Cup, Sale as a guest of the Turf Club Committee
27 October	Meeting with Internal Auditor, Sale, to discuss Council reporting
28 October	Met with Regional Development Victoria representatives Paul Johnson and Maree McPherson to discuss and review the new Gippsland Regional Plan documentation and progress.
28 October	Teleconference with representatives from Regional Development Australia – National Stronger Regions Fund
29 October	Attended the Gippsland Wine Festival and Awards night with Mayor Rossetti in Inverloch.
3 November	Meeting with Inspector Rob Wallace from Victoria Police
6 November	Meeting with Scott Lawrence, VicRoads Regional Director and discussed a number of key Wellington issues (Tamboritha Road, Myrtlebank – Fulham Road, York Street)
6 November	Attended meeting with property owners / developers of land in North Sale
7 November	Attended 90 Mile Beach Access Funding Announcement, McLoughlins Beach Toured McLoughlins Beach foreshore area with a number of local residents
13 November	Meeting with Gippsland Regional Plan Executive Officer

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



## **C2 - REPORT**

# **GENERAL MANAGER CORPORATE SERVICES**

**ITEM C2.1****REMUNERATION COMMITTEE MINUTES**

DIVISION: CORPORATE SERVICES

ACTION OFFICER: ACTING GENERAL MANAGER CORPORATE SERVICES

DATE: 18 NOVEMBER 2014

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

**OBJECTIVE**

To note and receive the minutes and endorse the actions of the Remuneration Committee meeting held on 21 October 2014.

**OPTIONS**

Council has the following options:

1. To note and receive the Remuneration Committee Meeting Minutes held on 21 October 2014 and endorse the actions from the meeting, or
2. To not note and receive the Remuneration Committee Meeting Minutes held on 21 October 2014 or endorse the actions from the meeting and seek further information for consideration at a future Council meeting.

**PROPOSAL**

It is proposed that:

1. Council note and receive the Remuneration Committee Meeting Minutes held on 21 October 2014 as attached; and
2. Council endorse the actions from the Remuneration Committee meeting held on 21 October 2014 as detailed in the attached minutes.

**CONFLICT OF INTEREST**

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

**COUNCIL POLICY IMPACT**

The Remuneration Committee reviews Councillor entitlements, expenses, reimbursements and gifts in terms of alignment with Council policy direction to ensure maintenance of open governance in relation to Councillor benefits.

## **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**

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### **RECOMMENDATION**

***That:***

- 1. Council note and receive the Remuneration Committee Meeting Minutes held on 21 October 2014 as attached; and***
- 2. Council endorse the actions from the Remuneration Committee meeting held on 21 October 2014 as detailed in the attached minutes.***

**Tuesday 21 October 2014 – 10am CEO's Meeting Room**

## MINUTES

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**PRESENT** Councillor John Duncan (Chair)  
Councillor Peter Cleary  
Councillor Malcolm Hole  
John Websdale (Acting Chief Executive Officer)  
Tracey Cummings (Acting General Manager Corporate Services)

**APOLOGIES:** David Morcom (Chief Executive Officer)

**DECLARATION OF CONFLICTS OF INTEREST:**

No Conflicts of Interest were declared.

**1. Councillor Costs and Reimbursements**

- Councillor Expense Report September 2014
- Councillor Expense Report YTD as at 30 September 2014; and
- Councillor Support Budget Report YTD as at 30 September 2014

**Discussion:** No significant variances or issues.

**Action:** N/A

**2. General Business**

N/A

**The Meeting closed at 10.25am**

**Attachments:**

1. Councillor Costs and Reimbursements Summaries
  - (a) Councillor Expense Report for the month of September 2014
  - (b) Councillor Expense Report YTD as at 30 September 2014
2. Councillor Support Budget Report as at 30 September 2014

## Attachment 1(a) Councillor Expense Report for the month of September 2014

<b>Councillor Expenses and Reimbursements - SEPTEMBER 2014</b>										
	<b>Cr Rossetti</b>	<b>Cr Crossley</b>	<b>Cr McCubbin</b>	<b>Cr Hole</b>	<b>Cr Cleary</b>	<b>Cr McIvor</b>	<b>Cr Davine</b>	<b>Cr Wenger</b>	<b>Cr Duncan</b>	<b>TOTAL</b>
<b><i>Allowances</i></b>										
Councillor Allowance		2,135.76	2,135.76	2,135.76	2,135.76	2,135.76	2,135.76	2,135.76	2,135.76	<b>17,086.08</b>
Mayoral Allowance	6,608.41									<b>6,608.41</b>
	<b>6,608.41</b>	<b>2,135.76</b>	<b>2,135.76</b>	<b>2,135.76</b>	<b>2,135.76</b>	<b>2,135.76</b>	<b>2,135.76</b>	<b>2,135.76</b>	<b>2,135.76</b>	<b>23,694.49</b>
<b><i>Expenses</i></b>										
Travel allowance	-	887.89	457.53	663.10	596.81	-	-	-	-	<b>2,605.33</b>
Remote Area allowance										-
Conferences	177.27	-	-	325.45	-	-	-	620.90	-	<b>1,123.62</b>
Training										-
Meeting costs (Meals, accomodation & travel related eg trains, taxis etc)	591.16	-	68.18	291.27	-	224.89	224.23	118.18	-	<b>1,517.91</b>
Mobile phone	63.66	45.01	41.39	79.30	37.56	45.51	39.76	64.72	36.96	<b>453.87</b>
Internet	-	-	118.18	118.18	-	69.00	187.18	187.18	187.18	<b>866.90</b>
Childcare expenses	-	-	-	-	-	-	117.18	-	-	<b>117.18</b>
Office expenses / Other										-
Motor Vehicle Expenses	343.68	-	-	-	-	-	-	208.75	-	<b>552.43</b>
	<b>1,175.77</b>	<b>932.90</b>	<b>685.28</b>	<b>1,477.30</b>	<b>634.37</b>	<b>339.40</b>	<b>568.35</b>	<b>1,199.73</b>	<b>224.14</b>	<b>7,237.24</b>
<b><i>Reimbursements</i></b>										
From external parties										-
Conferences										-
Councillor mobile phone										-
	-	-	-	-	-	-	-	-	-	-
<b>NET COST TO COUNCIL</b>	<b>\$ 7,784.18</b>	<b>\$ 3,068.66</b>	<b>\$ 2,821.04</b>	<b>\$ 3,613.06</b>	<b>\$ 2,770.13</b>	<b>\$ 2,475.16</b>	<b>\$ 2,704.11</b>	<b>\$ 3,335.49</b>	<b>\$ 2,359.90</b>	<b>30,931.73</b>
<b>COUNCILLOR-RELATED EXPENDITURE</b>										
Council meeting expenses		1,000.09								
Council support/Floral Tributes		-								
Community Group Contributions		-								
Civic Functions		275.97								
Subscriptions and Publications										
		<b>1,276.06</b>								
<b>NOTE:</b>										
Office expenses/Other includes items such as; parking, stationery, babysitting and other small miscellaneous items										
Council meeting expenses include items such as meals, Councillor Kitchen, Advertising etc.										

## Attachment 1(b) Councillor Expense Report YTD as at 30 September 2014

Councillor Expenses and Reimbursements - YTD SEPTEMBER 2014-15										
	Cr Rossetti	Cr Crossley	Cr McCubbin	Cr Hole	Cr Cleary	Cr McIvor	Cr Davine	Cr Wenger	Cr Duncan	TOTAL
<b><i>Allowances</i></b>										
Councillor Allowance		8,474.14	8,474.14	8,474.14	8,474.14	8,474.14	8,474.14	8,474.14	8,474.14	<b>67,793.12</b>
Mayoral Allowance	26,220.46									<b>26,220.46</b>
	<b>26,220.46</b>	<b>8,474.14</b>	<b>8,474.14</b>	<b>8,474.14</b>	<b>8,474.14</b>	<b>8,474.14</b>	<b>8,474.14</b>	<b>8,474.14</b>	<b>8,474.14</b>	<b>94,013.58</b>
<b><i>Expenses</i></b>										
Travel allowance	-	887.89	457.53	1,354.43	596.81	-	-	-	-	<b>3,296.66</b>
Remote Area allowance	-	-	-	-	-	-	-	400.00	-	<b>400.00</b>
Conferences	177.27	-	-	325.45	-	-	-	920.90	-	<b>1,423.62</b>
Training										-
Meeting costs (Meals, accomodation & travel related eg trains, taxis etc)	812.11	-	68.18	628.01	-	224.89	224.23	118.18	-	<b>2,075.60</b>
Mobile phone	119.38	91.80	79.30	159.06	73.81	85.55	76.18	129.37	73.58	<b>888.03</b>
Internet	-	-	177.27	177.27	-	103.50	280.77	280.77	280.77	<b>1,300.35</b>
Childcare expenses	-	-	-	-	-	-	117.18	-	-	<b>117.18</b>
Office expenses / Other										-
Motor Vehicle Expenses (Council allocated)	1,309.30	-	-	-	-	-	-	1,366.84	-	<b>2,676.14</b>
	<b>2,418.06</b>	<b>979.69</b>	<b>782.28</b>	<b>2,644.22</b>	<b>670.62</b>	<b>413.94</b>	<b>698.36</b>	<b>3,216.06</b>	<b>354.35</b>	<b>12,177.58</b>
<b><i>Reimbursements</i></b>										
From external parties	-	-	-	-	-	-	-	-	-	-
Conferences	-	-	-	210.91	-	-	-	-	-	<b>210.91</b>
Councillor mobile phone	-	-	-	-	-	-	-	-	-	-
	-	-	-	<b>210.91</b>	-	-	-	-	-	<b>210.91</b>
<b>NET COST TO COUNCIL</b>	<b>\$ 28,638.52</b>	<b>\$ 9,453.83</b>	<b>\$ 9,256.42</b>	<b>\$ 10,907.45</b>	<b>\$ 9,144.76</b>	<b>\$ 8,888.08</b>	<b>\$ 9,172.50</b>	<b>\$ 11,690.20</b>	<b>\$ 8,828.49</b>	<b>105,980.25</b>
<b>COUNCILLOR-RELATED EXPENDITURE</b>										
Council meeting expenses		1,920.35								
Council support/Floral Tributes		-								
Community Group Contributions		-								
Civic Functions		777.79								
Subscriptions and Publications		-								
		<b>2,698.14</b>								
<b>NOTE:</b>	Office expenses/Other includes items such as; parking, stationery, babysitting and other small miscellaneous items									
	Council meeting expenses include items such as meals, Councillor Kitchen, Advertising etc.									

## Attachment 2 Councillor Support Budget Report as at 30 September 2014

<b>Wellington Shire Council</b>							
<b>Councillors</b>							
<b>01100. Councillors</b>							
<b>1120. Councillor Support Sub Account</b>							
<b>Activity Details</b>							
<b>For Period June</b>							
<b>For the period 1 July 2014 to 30 Sep 2014</b>							
Activity	Ledger Code	YTD Actuals (incl oncosts)	YTD Budgets	YTD Variance	Commitments	2014-15 Adopted Budget	2014-15 Adjusted Budget
0140. Councillor Travel Allowance	03.01100.1120.0140	3,697	3,332	(365)	0	20,000	20,000
0185. Telephone Mobile	03.01100.1120.0185	888	1,545	657	0	6,180	6,180
0191. Council Meetings	03.01100.1120.0191	1,876	2,232	356	189	13,400	13,400
0192. Councillor Training	03.01100.1120.0192	0	1,250	1,250	0	5,000	5,000
0193. Councillor Conferences	03.01100.1120.0193	1,424	4,500	3,076	0	18,000	18,000
0230. Meeting Costs	03.01100.1120.0230	2,076	1,166	(910)	0	7,000	7,000
0235. Childcare Expenses	03.01100.1120.0235	117	0	(117)	0	10,300	10,300
0250. Accommodation	03.01100.1120.0250	0	250	250	0	1,000	1,000
0265. Councillors Allowance	03.01100.1120.0265	67,793	67,793	(0)	0	204,510	204,510
0274. Floral Tributes	03.01100.1120.0274	0	250	250	0	1,000	1,000
0294. Mayoral Allowance	03.01100.1120.0294	26,220	26,219	(1)	0	79,100	79,100
0300. Office Expenses	03.01100.1120.0300	45	387	342	0	1,550	1,550
0316. Subscriptions & Publications	03.01100.1120.0316	0	0	0	0	450	450
0324. Community Groups Contributions	03.01100.1120.0324	0	0	0	0	5,000	5,000
0351. Civic Functions	03.01100.1120.0351	778	0	(778)	0	19,300	19,300
0355. Internet Services	03.01100.1120.0355	1,300	1,338	38	0	5,360	5,360
0500. Vehicle & Plant E Tag Fees	03.01100.1120.0500	102	75	(27)	0	300	300
0503. Vehicle & Plant Fuel & Oil	03.01100.1120.0503	899	860	(39)	0	5,165	5,165
0504. Vehicle & Plant Registration	03.01100.1120.0504	1,133	1,680	547	0	1,680	1,680
0505. Vehicle & Plant Maintenance	03.01100.1120.0505	0	387	387	0	1,545	1,545
0514. Vehicle & Plant Miscellaneous	03.01100.1120.0514	0	0	0	0	1,080	1,080
0516. Vehicle & Plant Insurance	03.01100.1120.0516	543	543	0	0	730	543
2101. Inc - Misc Incomings	03.01100.1120.2101	(211)	0	211	0	0	0
<b>Grand Total</b>		<b>108,678</b>	<b>113,807</b>	<b>5,129</b>	<b>189</b>	<b>407,650</b>	<b>407,463</b>

**ITEM C2.2****ASSEMBLY OF COUNCILLORS**

DIVISION: CORPORATE SERVICES  
 ACTION OFFICER: GENERAL MANAGER CORPORATE SERVICES  
 DATE: 18 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 22 October to 10 November 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 22 October to 10 November 2014.

<b>Assembly of Councillors summary of reports received between 22 October to 10 November 2014.</b>		
<b>Date</b>	<b>Matters considered</b>	<b>Councillors and officers in attendance</b>
5 November 2014	1. Councillors' Diary Meeting	Councillors Crossley, Rossetti, Cleary, McCubbin, McIvor, Wenger David Morcom, Chief Executive Officer Sharon Willison, Mayoral & Councillor Support Officer (Item 1)
5 November 2014	1. Pre Council Meeting Agenda review(10:00am to10:30am) 2. Zoning Options for current Sale Police Station Site (10:30am to 11:00am) 3. Yarram District Hub Early Years Service (11:00am to 11:30am) 4. Fulham Correctional Centre (11:30am to 12 noon) 5. Updating Policy Issues (1:00pm to 1:30pm) 6. Reinstatement of Brady's Bridge (1:30pm to 2:00pm)	Councillors Crossley, Rossetti, Cleary, McCubbin, McIvor, Wenger David Morcom, Chief Executive Officer Chris Hastie, General Manager Built and Natural Environment Glenys Butler, General Manager Liveability John Websdale, General Manager Development Tracey Cummings, Acting General Manager Corporate Services Josh Clydesdale, Manager Land Use Planning (Item 2) Ben Proctor, Strategic Planner (Item 2) Barry Hearsey, Coordinator Strategic Planning (Item 2)

**Assembly of Councillors summary of reports received between 22 October to 10 November 2014.**

<b>Date</b>	<b>Matters considered</b>	<b>Councillors and officers in attendance</b>
	7. Infrastructure Grant Updates (2:00pm to 2:30pm)	Sabine Provily, Strategic Planner (Item 2) Karen McLennan, Acting Manager Community Wellbeing (Item 3) Tracey Baron, Early Years Project Officer (Item 3) John Tatterson, Manager Built and Natural Environment (Item 6) Tom Weatherall, Coordinator Built Environment Planning (Item 6)

**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 and seek further information for consideration of a future Council meeting.

**PROPOSAL**

That Council note and receive the attached assembly of Councillors records received during the period 22 October to 10 November 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 22 October to 10 November 2014.***

## ASSEMBLY OF COUNCILLORS

**1. DATE OF MEETING:**

05/11/2014

**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 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 McIvor	√	
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, GMD		

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

Name	Item No.	Name	Item No.
Sharon Willison	1		

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

- |   |   |
|---|---|
| <ol style="list-style-type: none"> <li>1. Councillors' Diary Meeting</li> <li>3.</li> <li>5.</li> <li>7.</li> <li>9.</li> </ol> | <ol style="list-style-type: none"> <li>2.</li> <li>4.</li> <li>6.</li> <li>8.</li> <li>10.</li> </ol> |
|---|---|

**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: 5/11/14**

**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 1 staff member)

**Councillors**

Name	In attendance (tick)		Name	In attendance (tick)	
	Yes	No		Yes	No
Cr Crossley	√		Cr McCubbin	√	
Cr Rosetti	√		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.
Vanessa Ebsworth	1	Karen McLennon	3
Ben Proctor	2	Tracey Barron	3
Joshua Clydesdale	2	John Tatterson	6
Barry Hearsey	2	Tom Weatherall	6
Sabine Provily	2		

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

- 1 Pre Council Meeting Agenda
- 2 Sale Police Station site
- 3 Early Years Services
- 4 Fulham Correctional Centre
- 5 Local Government from a Policing Perspective
- 6 Reinstatement of Brady's Bridge
- 7 Infrastructure Grant Updates

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

N/A



## C3 - REPORT

# GENERAL MANAGER DEVELOPMENT

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

DIVISION:

DEVELOPMENT

ACTION OFFICER:

MANAGER LAND USE PLANNING

DATE:

18 NOVEMBER 2014

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

**OBJECTIVE**

To provide a report to Council on recent planning permit trends and planning decisions made under delegation by Statutory Planners during the month of September 2014 for information.

**BACKGROUND**

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

A copy of planning permit decisions made between 1 September and 30 September 2014 is included in Attachment 1.

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

**OPTIONS**

Council has the following options.

1. Council may choose to note this report; or
2. Council may choose to seek further information and refer this report to another meeting.

**PROPOSAL**

That Council note the report on recent planning permit trends and planning application determinations between 1 September and 30 September 2014.

**CONFLICT OF INTEREST**

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

## **COMMUNICATION IMPACT**

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

## **LEGISLATIVE IMPACT**

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

## **COUNCIL POLICY IMPACT**

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

## **COUNCIL PLAN**

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

Strategic Objective

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

Strategy 5.2

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

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

## **PLANNING POLICY IMPACT**

All reported planning decisions have been issued after due consideration of the State and Local Planning Policy Framework in the Wellington Planning Scheme.

## **ENVIRONMENTAL IMPACT**

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

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

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## **RECOMMENDATION**

***That Council note the report on recent planning permit trends and Planning Application Determinations between 1 September and 30 September 2014.***

**PLANNING APPLICATION DETERMINATIONS  
BETWEEN 1/09/2014 AND 30/09/2014**

<b>Application No/Year</b>	<b>Date Received</b>	<b>Property Title &amp; Address</b>	<b>Proposal</b>	<b>Status</b>
78-2/2005	22/07/2014	Assessment No. 329672 LOT: 4 TP: 561172A LICOLA RD GLENMAGGIE	Amendment to permit for increase of size of extraction area.	Permit Issued by Delegate of Resp/Auth 23/09/2014
308-2/2009	27/08/2014	Assessment No. 283598 CA: 7C TI TREE RD ALBERTON	Construction of dwelling/dairy heifer rearing shed.	Permit Issued by Delegate of Resp/Auth 19/09/2014
347-2/2010	29/08/2014	Assessment No. 191668 CA: 4A SEC: 3A MOORE ST ROSEDALE	Amendment to permit for liquor licence.	Permit Issued by Delegate of Resp/Auth 19/09/2014
371-3/2010	30/07/2014	Assessment No. 267435 LOT: 1 PS: 345743B R/411 OLD WHITELAWS DEVON NORTH	Construction of a dwelling garage & carport.	Permit Issued by Delegate of Resp/Auth 5/09/2014
342-3/2011	4/09/2014	Assessment No. 377960 CA: 74N YARRAM-MORWELL MADALYA	Amendment to permit for development of a quarry.	Permit Issued by Delegate of Resp/Auth 26/09/2014

84-2/2013	30/07/2014	Assessment No. 369546 TRARALGON MAFFRA RD TINAMBA	Use and development of a place of assembly (community meeting room).	Permit Issued by Delegate of Resp/Auth 26/09/2014
268-2/2013	2/04/2014	Assessment No. 343392 LOT: 2 PS: 304681 BOISDALE-NEWRY RD BOISDALE	Amendment to permit for use and development of a gravel pit.	Withdrawn 10/09/2014
345-2/2013	1/08/2014	Assessment No. 258186 LOT: 1 TP: 194334U 136 SEVENTH AVE PARADISE BEACH	Development of a dwelling/outbuilding/removal of native vegetation.	Permit Issued by Delegate of Resp/Auth 23/09/2014
437-3/2013	10/09/2014	Assessment No. 422287 PCA: 5 SEC: 9 STATION ST MAFFRA	Use and Development of an emergency services facility.	Permit Issued by Delegate of Resp/Auth 26/09/2014
8-2/2014	22/08/2014	Assessment No. 98483 CA: 4B SEC: 9  STRATFORD	Amendment to permit for use and development of a dwelling.	Permit Issued by Delegate of Resp/Auth 22/09/2014
29-1/2014	4/02/2014	Assessment No. 197681 LOT: 9 PS: 127000 R/26 BELLE VIEW CRT ROSEDALE	RLZ1 subdivision of the land into 2 lots.	Permit Issued by Delegate of Resp/Auth 16/09/2014

46-1/2014	18/02/2014	Assessment No. 14696 LOT: 1 TP: 226422A 125 STAWELL ST SALE	Use and development for two dwellings.	Permit Issued by Delegate of Resp/Auth 23/09/2014
81-1/2014	17/03/2014	Assessment No. 82727 LOT: 1 PS: 328768 R/202 COBAINS ESTATE COBAINS	Use of the land for animal keeping of up to 12 greyhounds.	Permit Issued by Delegate of Resp/Auth 18/09/2014
82-1/2014	17/03/2014	Assessment No. 360024 CA: 42B SEC: 6 KENTUCKY RD NEWRY	Use and development of the land for a motor racing track.	Withdrawn 11/09/2014
98-1/2014	1/04/2014	Assessment No. 92841 CA: 15A SEC: 6 R/248 FREEMANS LANE STRATFORD	Development for construction of towers and masts for amateur radio.	Permit Issued by Delegate of Resp/Auth 4/09/2014
139-1/2014	23/04/2014	Assessment No. 117697 LOT: 1688 PS: 56681 18 TI-TREE DVE GOLDEN BEACH	Use and development of a dwelling/removal of native vegetation.	Permit Issued by Delegate of Resp/Auth 16/09/2014
146-1/2014	30/04/2014	Assessment No. 280362 LOT: 70 PS: 44853 26 JANETTE ST MCCLOUGHLINS BEACH	Use and development of a dwelling/shed (with a reduced setback).	Permit Issued by Delegate of Resp/Auth 5/09/2014
152-2/2014	3/09/2014	Assessment No. 268912 LOT: 1 TP: 602809D JACK RIVER VALLEY JACK RIVER	Amendment to permit for construction of a machinery shed.	Permit Issued by Delegate of Resp/Auth 11/09/2014

156-1/2014	8/05/2014	Assessment No. 58834 LOT: 1 PS: 300384 297-313 GUTHRIDGE SALE	Use of the land for a community church.	Permit Issued by Delegate of Resp/Auth 18/09/2014
158-1/2014	13/05/2014	Assessment No. 276709 LOT: 14 PS: 30571 59 BAY ST PORT ALBERT	Use and development of a two storey dwelling.	Permit Issued by Delegate of Resp/Auth 5/09/2014
198-1/2014	19/06/2014	Assessment No. 1743 LOT: 1 BLK: PS: 379189W 38 COBAINS RD SALE	LDRZ subdivision of the land into 6 lots.	Permit Issued by Delegate of Resp/Auth 5/09/2014
199-1/2014	19/06/2014	Assessment No. 264101 PCA: 24 SEC: A R/37 GREIGS CREEK RD WON WRON	Buildings and works associated with construction of a shed.	Permit Issued by Delegate of Resp/Auth 24/09/2014
206-1/2014	20/06/2014	Assessment No. 271213 LOT: 2 PS: 407639D R/24 TOMS CAP RD WILLUNG SOUTH	Use and development of the land for a third dwelling.	Permit Issued by Delegate of Resp/Auth 1/09/2014

<b>Application No/Year</b>	<b>Date Received</b>	<b>Property Title &amp; Address</b>	<b>Proposal</b>	<b>Status</b>
213-1/2014	26/06/2014	Assessment No. 345538 CA: 52 R/368 GORGE RD BUSHY PARK	Use of the land for a place of assembly/annual tractor pull.	Permit Issued by Delegate of Resp/Auth 23/09/2014
215-1/2014	30/06/2014	Assessment No. 304840 CA: 3 R/125 MAFFRA-NEWRY MAFFRA	Use & development of the land for recycling (concrete crushing).	Permit Issued by Delegate of Resp/Auth 22/09/2014
219-1/2014	3/07/2014	Assessment No. 45625 LOT: 1 TP: 843488A 14-16 PEARSON ST SALE	Demolition of dwelling. Construction of dwelling/outbuildings/fence.	Withdrawn 2/09/2014
226-1/2014	9/07/2014	Assessment No. 233353 PC: 106274 49 KOOKABURRA ST LOCH SPORT	Buildings and works associated with an extension to a dwelling.	Permit Issued by Delegate of Resp/Auth 12/09/2014
231-1/2014	15/07/2014	Assessment No. 362814 PCA: 71D2 R/5267 TINAMBA	Development of a dwelling.	Permit Issued by Delegate of Resp/Auth 25/09/2014
232-1/2014	17/07/2014	Assessment No. 286518 LOT: 1 TP: 449723Q R/127 ROSS FERGUSON BĪNGINWARRI	Subdivision of the land into 2 lots to excise an existing dwelling.	Permit Issued by Delegate of Resp/Auth 23/09/2014

238-1/2014	23/07/2014	Assessment No. 82800 LOT: 2 PS: 644783V R/239 COBAINS ESTATE COBAINS	Buildings and works associated with construction of a farm shed.	Permit Issued by Delegate of Resp/Auth 4/09/2014
241-1/2014	24/07/2014	Assessment No. 104315 LOT: 2 PS: 141856 R/83 NAMBROK RD NAMBROK	Buildings and works associated with extensions to a dwelling.	Permit Issued by Delegate of Resp/Auth 5/09/2014
243-1/2014	25/07/2014	Assessment No. 359109 LOT: 2 PS: 521416M R/17 DOOLEY LANE MAFFRA	Buildings and works associated with construction of a farm shed.	Permit Issued by Delegate of Resp/Auth 10/09/2014
249-1/2014	7/08/2014	Assessment No. 304519 LOT: 1 PS: 9471 30 FOSTER ST MAFFRA	Buildings and works/extension to existing building.	Permit Issued by Delegate of Resp/Auth 24/09/2014
256-1/2014	11/08/2014	Assessment No. 89383 CA: 18B SEC: 10 R/671 REDBANK RD STRATFORD	Buildings and works associated with construction of a farm shed.	Permit Issued by Delegate of Resp/Auth 12/09/2014
259-1/2014	14/08/2014	Assessment No. 192302 LOT: 1 PS: 147378 R/2188 PRINCES HWY ROSEDALE	Buildings and works/extension to existing building.	Permit Issued by Delegate of Resp/Auth 12/09/2014

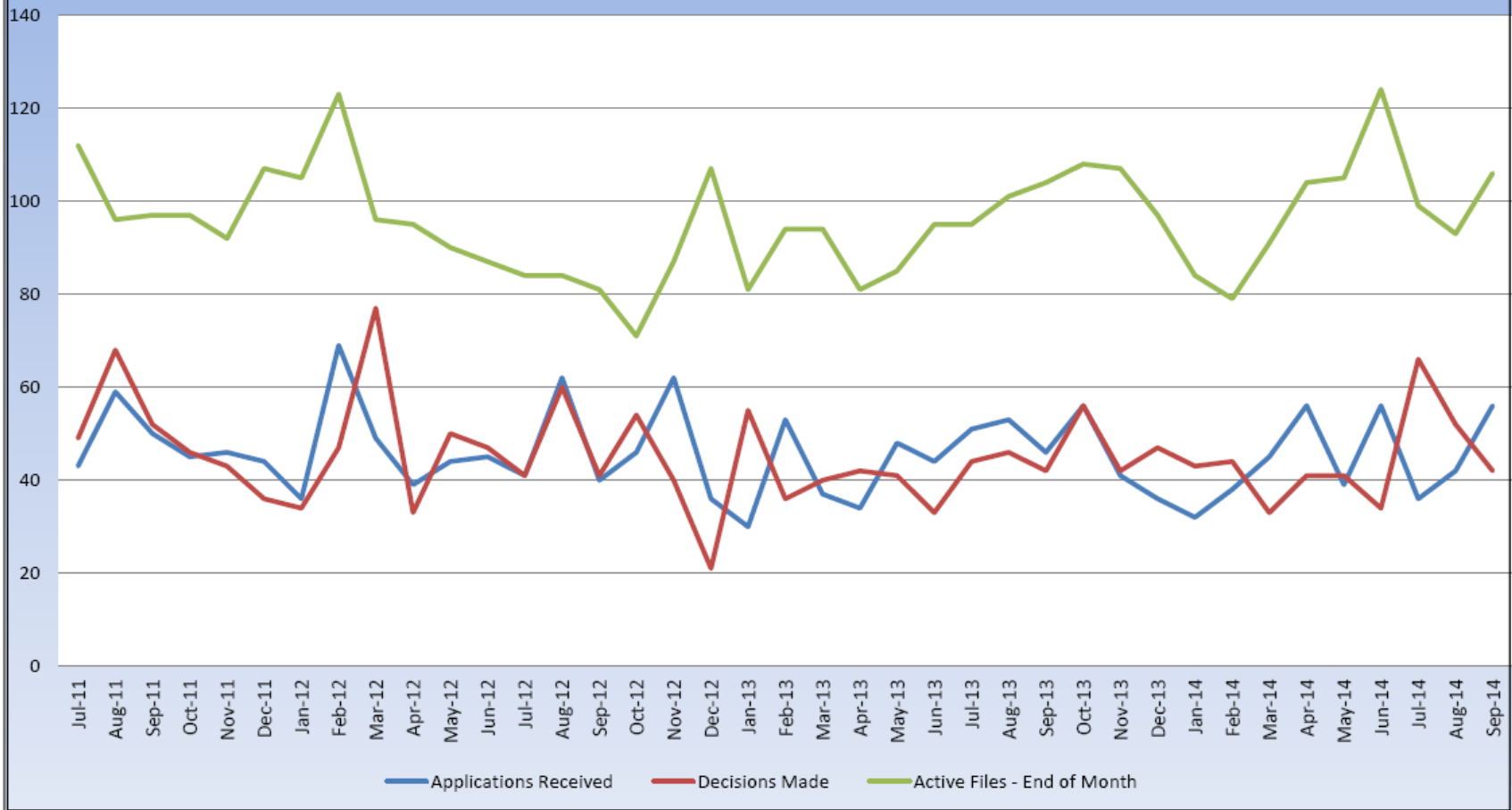
<b>Application No/Year</b>	<b>Date Received</b>	<b>Property Title &amp; Address</b>	<b>Proposal</b>	<b>Status</b>
262-1/2014	18/08/2014	Assessment No. 39321 LOT: 1 PS: 111489 52 GUTHRIDGE PDE SALE	GRZ1 subdivision of the land into 2 lots.	Permit Issued by Delegate of Resp/Auth 24/09/2014
268-1/2014	19/08/2014	Assessment No. 421594 LOT: 142 PS: 637841Y 28 WOONDELLA BVD SALE	Development of a dwelling.	Permit Issued by Delegate of Resp/Auth 24/09/2014
269-1/2014	19/08/2014	Assessment No. 278820 LOT: 1 TP: 9358T 6 VICTORIA ST PORT ALBERT	Buildings and works for alterations and additions to a dwelling.	Permit Issued by Delegate of Resp/Auth 26/09/2014
273-1/2014	22/08/2014	Assessment No. 278515 LOT: 10 BLK: 7 PS: 3222 8 TARRAVILLE RD PORT ALBERT	Buildings and works associated with construction of a garage.	Permit Issued by Delegate of Resp/Auth 4/09/2014
294-1/2014	4/09/2014	Assessment No. 87072 PC: 362248E R/110 LIND AVE DARGO	Application to change a liquor licence.	Permit Issued by Delegate of Resp/Auth 18/09/2014
302-1/2014	12/09/2014	Assessment No. 54379 PCA: 8 SEC: 2 123-125 YORK ST SALE	Business identification signage.	No Permit Required 25/09/2014

305-1/2014	16/09/2014	Assessment No. 426155	Business Identification Signage.	No Permit Required
		LOT: 1 PS: 417471K		26/09/2014
		317-325 RAYMOND ST		
		SALE		

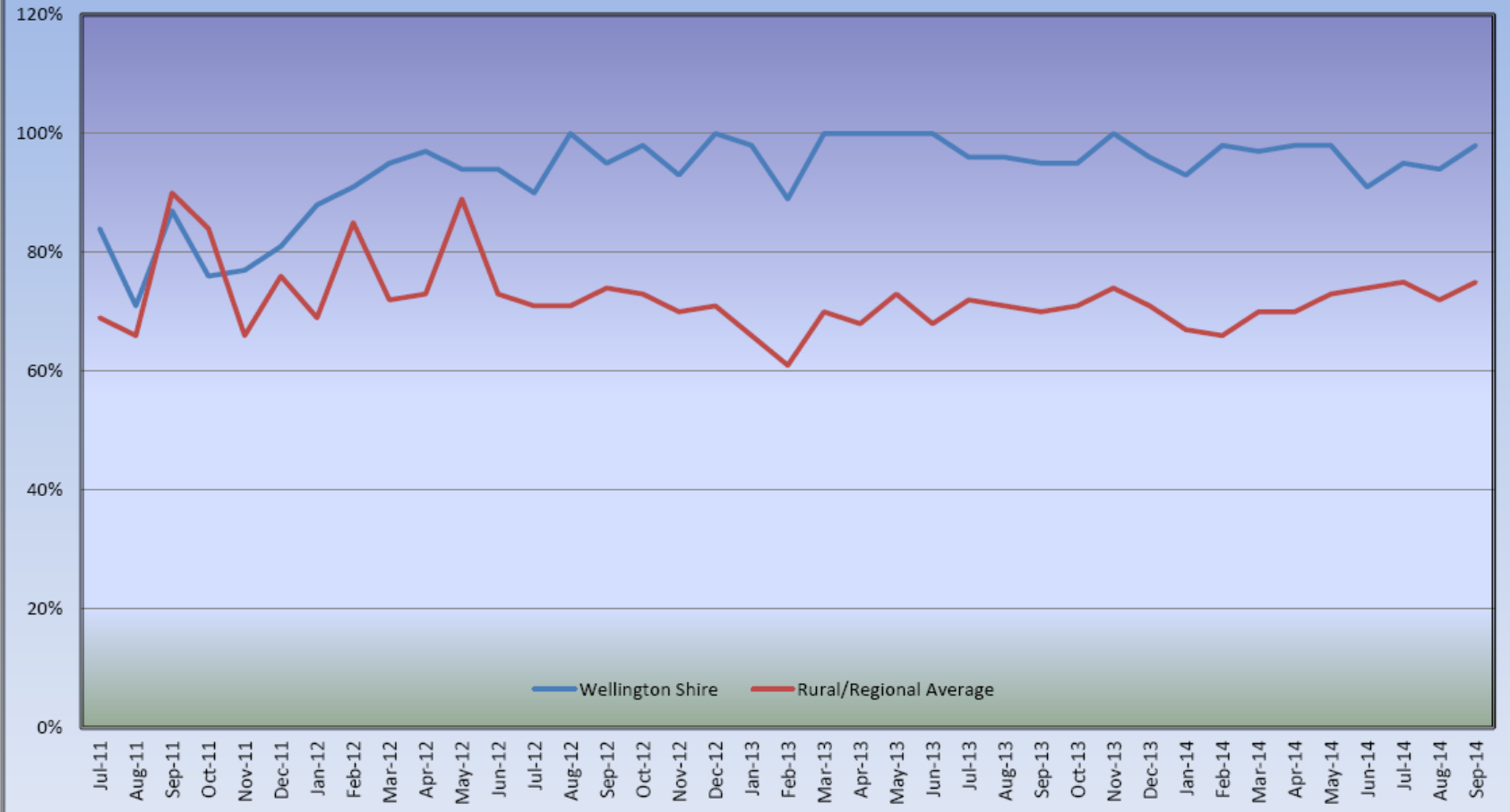
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**Total No of Decisions Made: 42**

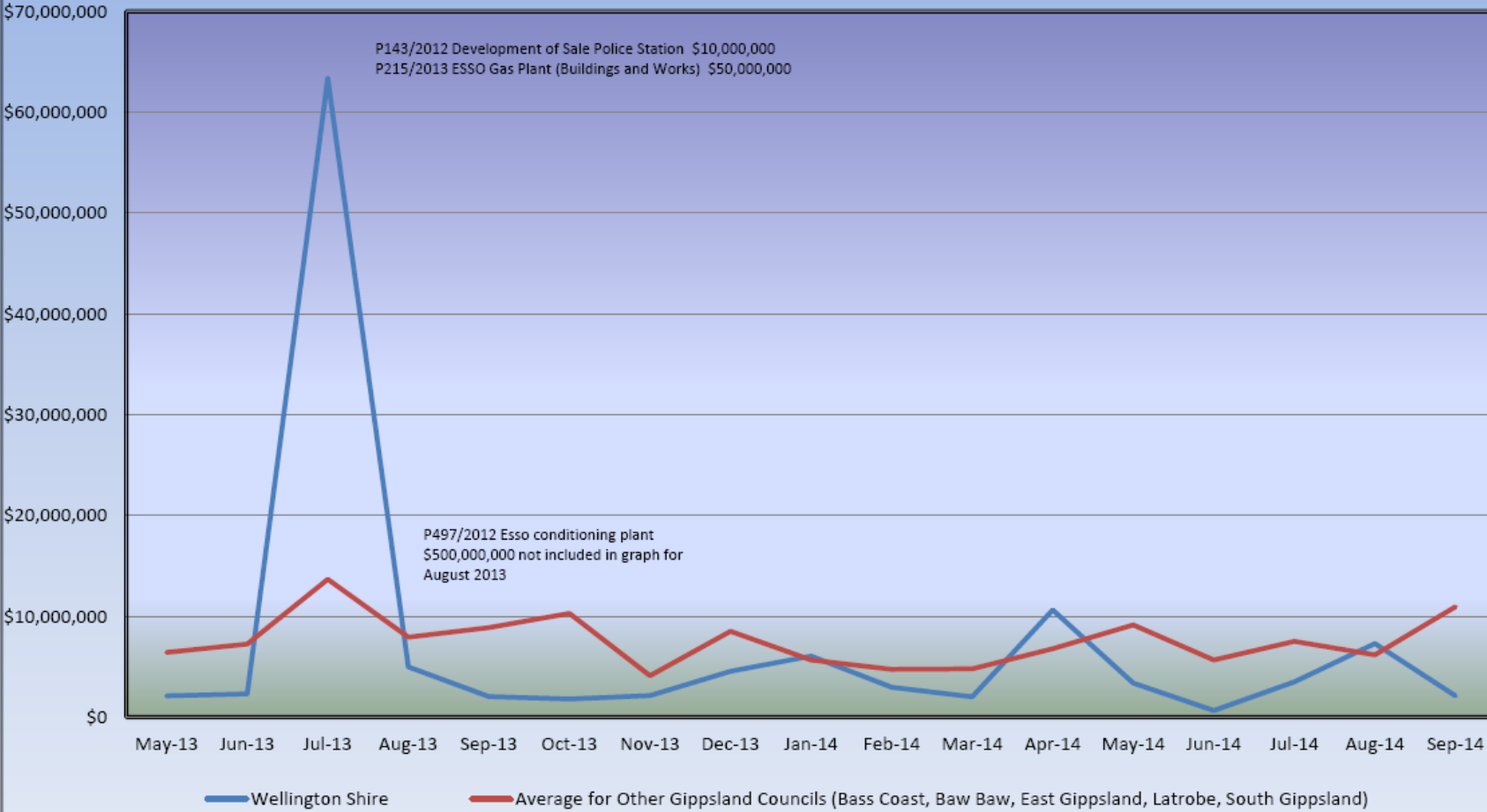
**PLANNING APPLICATIONS RECEIVED /DECISIONS /ACTIVE FILES  
SEPTEMBER 2014**



### DECISIONS ISSUED WITHIN 60 DAYS SEPTEMBER 2014



**ESTIMATED VALUE OF WORKS  
MAY 2013 - SEPTEMBER 2014**





## C4 - REPORT

# GENERAL MANAGER BUILT & NATURAL ENVIRONMENT

**ITEM C4.1****WEST SALE AIRPORT LEASE MANAGEMENT FRAMEWORK**

DIVISION:

BUILT AND NATURAL ENVIRONMENT

ACTION OFFICER:

GENERAL MANAGER BUILT AND NATURAL ENVIRONMENT

DATE:

18 NOVEMBER 2014

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

**OBJECTIVE**

To present Council with a revised West Sale Airport Eastern (Recreational Aviation) Precinct (ERAP) Lease Management Framework (LMF) for consideration and endorsement.

Provide an opportunity for council to address requests for long term leases in a planned manner consistent with recommendations of a recent report focussing on land tenure issues.

**BACKGROUND**

A number of Council Reports and Workshops have previously been completed regarding leases at West Sale Airport (WSA). These include:

20 November 2012	Council Report – resolved to defer a decision regarding long terms leases until Council has received the <i>Gippsland Aviation Industries Policies and Opportunities Paper (West Sale Airport and Latrobe Regional Airport)</i> (Aviation White Paper).
15 October 2013	Workshop – The Airport Group Pty Ltd presented a draft report looking at land tenure.
4 February 2014	Workshop – The Airport Group Pty Ltd presented Council with the Aviation White Paper.
18 February 2014	Council Report – Council received the <i>West Sale Airport Report on Land Tenure</i> and authorised the CEO to commence work to develop areas of freehold land.

Throughout these reports and workshops the benefits and constraints relating to council offering long term leases have been discussed. Council's West Sale Airport Strategic Advisory Group have also discussed topics which included the length of lease and the high level of interest in certain sectors for council offering long term leases.

Consistent with previous reports, it is the aim of this report to outline recommendations focused on further developing West Sale Airport in a manner that is:

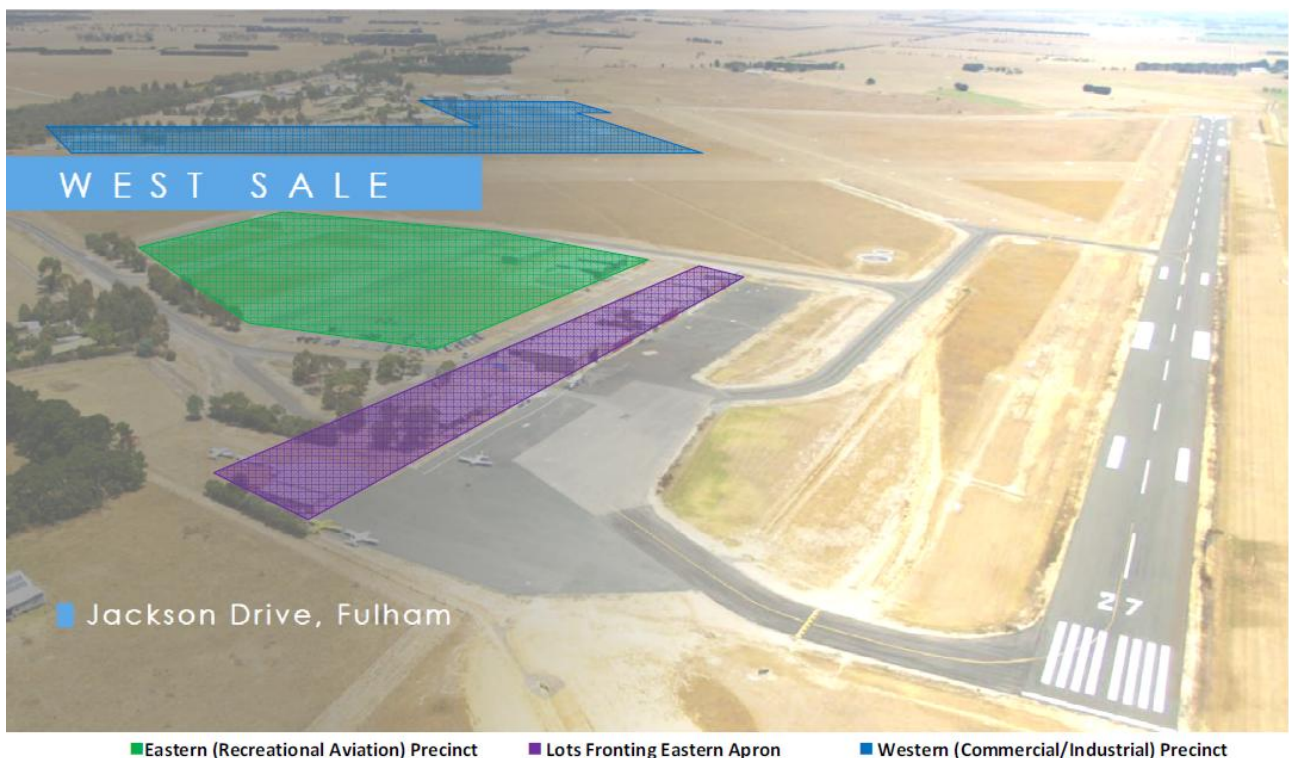
- Consistent with the recommendations contained within consultant reports;
- Is financially sustainable allowing council to meet operational and capital expenditure requirements;
- Satisfies aviation sector regulatory requirements and aligns with industry best practice; and

- Addresses requests to purchase land and review current policy – specifically the lengths of leases currently allowed within the Lease Management Framework.

More specifically, this report progresses the resolution of Council on 18 February 2014 which authorises the Chief Executive Officer to implement the recommendations within the *West Sale Airport Report on Land Tenure* (The Airport Group, 2013). The relevant recommendations within the report are contained in the following table:

Recommendation	How this will be achieved
Legal review of all lease documentation with opportunities to reset the lease arrangements.	Draft a model lease document that can be used when establishing new leases or when existing lessees agree to a longer term lease using the model lease document.
Review the Lease Management Framework.	Lease Management Framework now proposes lease terms up to 50 years for the ERAP and rental rates consistent with the report.
Defer freehold/leasehold transactions until precinct planning is completed.	Precinct planning (Freehold and Leasehold) are the subject of this report and a report to Council in 2015.

Confidential Attachment One contains the revised West Sale Airport Lease Management Framework. It proposes leases with terms up to 50 years for land located within the Eastern (Recreational Aviation) Precinct.



It should however be noted that leased lots fronting the Eastern Apron (in purple above) would only be eligible for terms of up to 5 years. This length of lease is considered appropriate given the areas high value due to its prominent location and proximity to airside infrastructure (terminal building, fuel facility, short access to the main sealed runway).

Whilst it is anticipated there will be primarily non-business related activity within the ERAP, it is appropriate that certain lots be earmarked for use by retail or commercial opportunities that have direct connections with General Aviation / Recreational Aviation. These are lots on the corner of Williams and Jackson Drive.



A Lease Management Framework for the Western (Commercial/Industrial) Aviation Precinct is to be developed following further planning relating to that area particularly around taxiway and roads.

As outlined within the options below Council may either:

- (1) Endorse the revised Lease Management Framework allowing for leases up to 50 years in the Eastern (Recreational Aviation); or
- (2) Retain the current Lease Management Framework which provides some ability for council to enter into 50 year leases for new developments at the airport however does not enable existing leaseholders to enter into new (up to) 50 year leases.

The diagram below provides a snap shot of how the various elements involved in lease management at WSA interrelate:



## OPTIONS

Council has the following options:

1. Receive the revised Lease Management Framework; or
2. Retain the current Lease Management Framework.

## PROPOSAL

Council receive the revised West Sale Airport Lease Management Framework – Eastern (Recreational Aviation) Precinct, as contained in Confidential Attachment One.

In accordance with s190 and s223 of the Local Government Act 1989 (Vic) publically advertise Council's intention to offer leases at West Sale Airport within the Eastern (Recreational Aviation) Precinct for terms up to 50 years.

In the event submissions are not received following the statutory notice period having elapsed, Council authorise the Chief Executive Officer to establish new leases consistent with council policy and the Lease Management Framework.

## CONFLICT OF INTEREST

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

## **FINANCIAL IMPACT**

There may be a financial benefit to council in the form of some increases in rental income if the revised ERAP LMF was adopted. This would apply where existing lessees choose to enter into new (long term) leases at the revised rental rate. The increase in rental rates are consistent with the *Report on Land Tenure*.

Whilst it is anticipated that there will be some comment regarding the revised rental rates from eligible existing tenants considering a new 50 year lease, they will have the choice to either opt in or continue under their current lease / rental arrangements.

## **COMMUNICATION IMPACT**

Through a variety of methods of consultation, including feedback from members of the West Sale Strategic Advisory Group, the ability for council to offer long term leases is likely to be well received. Existing tenants have expressed formal interest in obtaining 50 year leases.

## **LEGISLATIVE IMPACT**

Establishing leases (whether new ones or extending existing ones) must comply with the requirements of the *Local Government Act 1989 (Vic)* (LGA).

A recommendation within this report is for a public notice to be placed outlining that council intends to offer leases at WSA for terms to 50 years within the ERAP. The notice will describe the land areas however will not prescribe specific lots or land sizes. The notice will also call for submissions which must be then considered by Council in the event any are received.

Complying with the LGA requirements in this manner ensures Council's statutory obligations are satisfied whilst streamlining the lease establishment process – something which has been previously criticised in relation to time taken. It will result in the ability for council to establish leases within a short period of time and create more certainty about what can be a complex process for prospective lessees.

## **COUNCIL POLICY IMPACT**

The recommendations contained in this report are consistent with Council's policy on *Rental and Leasing of Council Owned Properties*.

## **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."

### Strategy 4.2

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

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

### **PLANNING POLICY IMPACT**

Planning approvals would be required for any new development generated by the take up of long term leases. Applications would be initiated by the prospective lessee at the appropriate time. Agreements for Lease might be conditional on the issuing of a planning permit.

### **RESOURCES AND STAFF IMPACT**

The implementation of the recommendations within this report will be achieved by officers within the Built and Natural Environment Division. Specialised advice may be procured from time to time.

With the aim of delivering best value consideration and reviews will occur with the Lease Management Framework and associated documents to ensure initiatives are implemented in a cost effective manner.

### **COMMUNITY IMPACT**

The provision of clear and consistent information has been identified as an opportunity to promote the airport and build strong relationships with tenants, individuals and businesses interested in establishing a site at West Sale.

An Information Package is in the process of being drafted which will positively support the exchange of information about the Airport including the availability of long term leases.

The Info Package will also be useful in informing prospective tenants about the many attributes of the airport.

It is generally considered that providing long term leases will be well received by interested parties including current eligible lessees.

### **ENVIRONMENTAL IMPACT**

The recommendations contained within this report are not considered to have any negative environmental impacts however specific consideration of the status of West Sale Airport's native vegetation would be reflected in the model lease document.

### **CONSULTATION IMPACT**

Consultation will take place in the form of seeking submissions in accordance with s223 of the *Local Government Act 1989*.

### **RISK MANAGEMENT IMPACT**

Risks will be managed within the context of individual lease documents in addition to related policy and frameworks.

RECOMMENDATION

***That***

- 1. Council receive the revised West Sale Airport Lease Management Framework – Eastern (Recreational Aviation) Precinct, as contained in Confidential Attachment One.***
- 2. In accordance with s190 and s223 of the Local Government Act 1989 (Vic) publically advertise Council's intention to offer leases at West Sale Airport within the Eastern (Recreational Aviation) Precinct for terms up to 50 years.***
- 3. In the event submissions are not received following the statutory notice period having elapsed, Council authorise the Chief Executive Officer to establish new leases consistent with council policy and the revised Lease Management Framework.***
- 4. That the information contained in the attached document and designated under Section 77 Clause (2)(c) of the Local Government Act 1989 as confidential by the General Manager Built and Natural Environment on 30 October 2014 because it relates to the following grounds under Section 89(2) of the Local Government Act 1989: h) any other matter which the Council or special committee considers would be prejudice the Council or any person; be designated confidential information under Section 77 Clause (2)(b) of the Local Government Act 1989.***

**ITEM C4.2****SEASPRAY SURF LIFE SAVING CLUB FUNDING REQUEST**

DIVISION: BUILT AND NATURAL ENVIRONMENT

ACTION OFFICER: MANAGER BUILT ENVIRONMENT

DATE: 18 NOVEMBER 2014

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

**OBJECTIVE**

To consider a proposal for Wellington Shire Council to provide \$270,000 to the Seaspray Surf Life Saving Club (SSLSC) as a contribution towards the \$2,988,305 Clubhouse development.

**BACKGROUND**

SSLSC existing clubhouse was placed at risk during storm events in May/June 2007. The need to relocate the clubhouse was agreed at that time. A project proposal for a \$2,988,305 clubhouse development has progressed and secured significant state government funding.

The SSLSC is seeking a further \$470,000 to ensure the completion of the project within the existing scope. The club has spent \$388,305 on pre planning, design, building permits, and addressing environmental issues to date.

These funds and some grants may be at substantial risk if redesign was required if the club was unable to achieve fundraising targets including the Council contribution. Reducing the scope may impact support of funding agencies and delay the project resulting in facilities that may not meet the clubs current or future expectations.

At a Council workshop on 14 July 2014 SSLSC presented a request of \$270,000 for the development of their clubhouse. Council requested officers provide further information on the project. Additional information was presented to a Council workshop on 2 September 2014 that provided the following information on the status of the project:-

- Confirmation of the scope of Stage 1A shown on the plans provided by the club
- Confirmed the project costs of \$2,988,305 and funding currently secure of \$2,223,305.
- Identified the amount of community fund raising in August 2014 of \$70,000
- Identified that further community fund raising required is \$230,000
- Confirmed the volunteer contribution of \$330,000
- Identified Council funding source to support SSLSC through a \$270,000 modification to Council existing budget subject to success of State Government Grant applications.

In October 2014 Council was successful in receiving grants of \$840,000 for McLoughlins Beach 90 Mile Beach Access Footbridge and Raymond Street redevelopment Cunninghame to MacArthur Street from the State Government Putting Locals First funding program. The funding agreement for the Raymond Street project will release rates funding that may be allocated to the SSLSC Project.

To mitigate risks associated with delivery of the SSLSC project if a capital funding allocation is made, a formal funding and service agreement is to be put in place with appropriate delivery milestones and conditions to include :-

- A Council manager to be a member of the club's Project Control group.
- Prominent signage be provided at the site to acknowledge the Council contribution to the development.
- Payment timing, terms and conditions.

## **OPTIONS**

Council has the following options available:

1. That Wellington Shire Council agree to the proposal that it provide \$270,000 to the SSLSC as a contribution towards the \$2,988,305 Clubhouse development; or
2. That Wellington Shire Council not agree to the proposal that it provide \$270,000 to the SSLSC as a contribution towards the \$2,988,305 Clubhouse development.

## **PROPOSAL**

That Council authorise the CEO to enter into a funding and service agreement with the Seaspray Surf Life Saving Club that provides a \$270,000 Council contribution towards the \$2,988,305 Clubhouse development.

## **CONFLICT OF INTEREST**

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

## **FINANCIAL IMPACT**

If Council agrees to provide the requested funding allocation of \$270,000 for the SSLSC Clubhouse Development, funding can be sourced from the allocation of part of the rates savings of \$330,000 from the Raymond Street Redevelopment Project, (Cunninghame St to Macarthur St). Savings are achieved through the successful Putting Locals First grant as the extent of works is now focused on Raymond Street for 2014/15.

## **COMMUNICATION IMPACT**

The SSLSC will support a joint press release to announce the Council funding towards the clubhouse development. A funding and service agreement to be developed will require the Club to provide signage during construction acknowledging the Council contribution. The service agreement will require the club to acknowledge the Council in any press releases or promotional material developed for the Clubhouse development.

## **COUNCIL PLAN IMPACT**

The Council Plan 2013-17 Theme 7 Infrastructure states the following strategic objective and related strategies:

### Strategic Objective

"Enhanced health and wellbeing for whole community."

### Strategy

“Support access to a range of recreational opportunities for all sectors of the community”

This report supports the above Council Plan strategic objective and strategies however this would not be a Council asset.

## **RESOURCES AND STAFF IMPACT**

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

## **COMMUNITY IMPACT**

The proposed development project is expected to deliver positive community benefit through:

- ensuring the future of the SSLSC through provision of modern facilities and programs
- ensuring the future of life saving services at Seaspray provided on weekends and public holidays by the club
- increased Surf related activities and increased use of the patrolled beach
- the increased viability of the SSLSC through expanded usage and membership
- increased tourism through growing and expanding events

## **ENVIRONMENTAL IMPACT**

The Club has undertaken extensive planning in the development of designs for the clubhouse to address the significant environmental issues with the clubs proposal to develop in close proximity to the primary sand dunes. The club now has the approval of the state for the proposed development having addressed environmental issues.

## **CONSULTATION IMPACT**

The club would be responsible for the development of the new clubrooms. Part of the funding agreement with Council would require the club to provide signage to acknowledge the Council contribution in conjunction with the state funding acknowledgement signage to be placed on the site during construction.

## **RISK MANAGEMENT IMPACT**

Any risks will be mitigated through the development and implementation of a funding and services agreement.

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

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### **RECOMMENDATION**

***That Council authorise the Chief Executive Officer to enter into a funding and service agreement with the Seaspray Surf Life Saving Club that provides a \$270,000 Council contribution towards the \$2,988,305 Clubhouse development.***



## C5 - REPORT

# GENERAL MANAGER LIVEABILITY

**ITEM C5.1****GIPPSLAND ART GALLERY ADVISORY GROUP MINUTES**

DIVISION: LIVEABILITY  
 ACTION OFFICER: MANAGER ARTS AND CULTURE  
 DATE: 18 NOVEMBER 2014

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

**OBJECTIVE**

To receive the minutes from the Gippsland Art Gallery Advisory Group meeting held on 6 October 2014.

**BACKGROUND**

The Gippsland Art Gallery Advisory Group is a Committee of Council that meets every two months. The membership of the Advisory Group includes representation for professional artists, art educators, community members, Gallery Society members and a Councillor.

As provided under the Committee's Instrument of Delegation, the objectives of the Committee include providing advice to the Gippsland Art Gallery Director of the views, requirements and aspirations of the community in relation to visual arts. This includes: art in public places; cultural and artistic matters relating to the Gippsland Art Gallery; proposed acquisitions to the Gippsland Art Gallery collection; development of policies for the management and promotion of the Gippsland Art Gallery; and promotion of community interest in the Gippsland Art Gallery.

The committee's Instrument of Delegation reflects the desire to seek community input, advice and feedback on the operations of the Gippsland Art Gallery and to present this information to Council.

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

**OPTIONS**

Council has the following options:

1. Receive the minutes from the Gippsland Art Gallery Advisory Group meeting held on 6 October 2014.
2. Request additional information and receive the minutes from the Gippsland Art Gallery Advisory Group meeting held on 6 October 2014 at a future meeting.

**PROPOSAL**

To receive the minutes from the Gippsland Art Gallery Advisory Group meeting held on 6 October 2014.

## **CONFLICT OF INTEREST**

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

## **COUNCIL POLICY IMPACT**

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

## **COUNCIL PLAN IMPACT**

The Council Plan 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 4.3

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

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

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### **RECOMMENDATION**

***That Council receive the minutes of the Gippsland Art Gallery Advisory Group meeting held on 6 October 2014.***

**GIPPSLAND ART GALLERY  
ADVISORY GROUP MEETING**

**GALLERY LIBRARY**

*Monday 6 October 2014*

*6:00pm Library/Meeting Room*

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**MINUTES**

**1. Opening of meeting, welcome of visitors and attendance**

**1.1 Present:**

Claire Marston (Chair), Brian Cantwell, Clive Murray-White, Robbie Aitken and Cr Emile Davine

**1.2 In attendance:**

Anton Vardy, Simon Gregg, Krystal Rawnsen (Minute secretary).

**1.3 Apologies:**

Louise Van Kuyk, Rob Ziffer and Brian Castles

**1.4 Absent:**

Nil

**1.5 Assembly of Councillors and Staff Conflict of Interest Declaration:**

Completed by Anton Vardy

**2. Minutes of the previous meeting Monday 4 August 2014**

**Moved:** Clive Murray-White **Seconded:** Robbie Aitken

**3. Business Arising**

3.1 Port of Sale Cultural Hub Project Steering Group Minutes (tabled by the Director)

**4. Reports**

**4.1 Director's Report**

As distributed

**4.2 Gallery Society Report**

No report at this time. There will be a Gippsland Art Gallery Society Meeting 7 October 2014

**4.3 Chair's Report**

David Sequeira has been appointed Director of Latrobe Regional Gallery

## 5. General Business

- 5.1 **Planning and monitoring of programs, events and activities in the Art Gallery**
- 5.2 **Expansion and encouraging of volunteer participation and community interest in the Art Gallery, and to assist with promoting the Art Gallery's events and facilities to visitors**

The Gippsland Art Gallery Society are planning to host a dinner/lecture in the Gallery to coincide with the Bill Henson exhibition

- 5.3 **Proposed acquisitions to, and de-accessioning from, the collection of the Art Gallery, as required for donations under the Cultural Gifts Program**

### PROPOSED ACQUISITIONS

**FORBES, Rodney**

Born Australia 1951

Death of Angus McMillan, 2014

Oil on canvas

77 x 92 cm

\$6,818.00 (ex GST) through Australian Galleries, Collingwood.

**FORBES, Rodney**

Born Australia 1951

Surrender of the Figurehead, 2014

Oil on canvas

51 x 102 cm

\$5,455.00 (ex GST) through Australian Galleries, Collingwood.

**Committee members in attendance could not reach a decision. Two alternative options were tabled which included works from the John Leslie Art Prize 2014. These options will go to a vote via email. The Director will send out the email Tuesday 7 October 2014.**

**Revision –Thursday 9 October 2014**

**Majority Committee Members are in favour of Option 2.**

Option 1:

Acquire Rodney Forbes 'The Return of the Figurehead' and Shannon Smiley's 'Untitled, Burnley'

**Moved:** Emilie Davine **Seconded:** Brian Cantwell

Option 2:

Acquire Shannon Smiley's 'Untitled Burnley' and Annika Romeyn's 'Luminous Earth'

**Moved:** Clive Murray-White **Seconded:** Brian Cantwell

**BROWN, Lois**

Gum Tree Study, Sale Botanic Gardens

2014

Watercolour on paper

27 x 80.7cm (image)  
33 x 86cm (sheet)  
Purchased with the assistance of John Leslie OBE, 2014  
**All committee members in favour.**

## **PROPOSED DEACCESSION**

### **TAYLOR, Neil**

Born Australia 1945  
Contemplation, 1994  
Galvanised Steel  
390 x 116 cm  
Donated by the artist through the Cultural Gifts Program 1995

**All committee members in attendance approved the deaccession of this work. This deaccession will be discussed again after a waiting period of 5 years.**

- 5.4 **Cultural and artistic matters relating to the Art Gallery, including promoting cooperation between the Art Gallery and other services of Council.**

No issues discussed.

- 5.5 **Maintenance, augmentation and development of the permanent collection of the Art Gallery.**

No collection issues discussed.

- 5.6 **Advising Council on development of policies for the management and promotion of the Art Gallery.**

No policy issues discussed.

- 5.7 **Utilise networks to obtain support for the Art Gallery, both financial and non-financial, and to assist with philanthropic support of these activities**

No activities discussed.

**Meeting Closed: 7.10pm**

### **Next Meeting**

Monday 1 December 2014 at 6:00pm

(Or earlier as per requirements of the redevelopment project)

Gippsland Art Gallery

Library/Meeting Room

**ITEM C5.2****QUICK RESPONSE GRANT SCHEME**

DIVISION: LIVEABILITY  
 ACTION OFFICER: MANAGER HEALTHY LIFESTYLES  
 DATE: 18 NOVEMBER 2014

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

**OBJECTIVE**

For Council to note the information regarding successful applications under the Quick Response Grant Scheme (QRGS) for the period July to October 2014 as at Attachment A.

**BACKGROUND**

The QRGS aims to fulfil community need by providing a quick turnaround for funding and provides an opportunity for the community to access funding outside the Community Grant timeline. The QRGS supports the delivery of projects that demonstrate positive impacts on the wider Wellington community. Eligible projects submitted under this program are assessed within two weeks.

Individuals can apply for a QRG of up to \$500 under the Individual Sponsorship category. Not for profit community groups operating in the Wellington Shire can apply for up to \$2,000 from the three minor community funding categories (Events, Projects and Facilities categories).

The applications included in this paper were assessed between July and October 2014.

Applications are assessed by an internal assessment panel. Each application is assessed on its benefit to the community, ability to fulfil a community need, project planning and the capacity of the applicant to deliver the project. The Panel allocates funding based on the assessment criteria and funding guidelines.

**OPTIONS**

Council has the following options:

1. Note the information regarding successful applications under the QRGS for the period July to October 2014 as at Attachment A.; or
2. Request further information for consideration at a future Council meeting.

**PROPOSAL**

For Council to receive the information regarding successful applications under the QRGS for the period July to October 2014 as at Attachment A.

## CONFLICT OF INTEREST

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

## FINANCIAL IMPACT

These application have been funded through the QRGS within the Healthy Lifestyles budget. The total available budget for the 2014/15 Quick Response Grant Scheme is \$95,000. A total of \$29,238.37 was allocated to successful applications between July and October 2014.

The table below is a summary of the funding allocation, detailed list at Attachment A.

Applications received and assessed	
• Minor Community Events	19 totalling \$23,315.40
• Minor Community Projects	7 totalling \$6,653.67
• Minor Community Facilities	3 totalling \$5,343.30
• Individual Sponsorship	3 totalling \$1,500
Successful Applications*	
• Minor Community Events	15 totalling \$16,089.40
• Minor Community Projects	7 totalling \$6,305.67
• Minor Community Facilities	3 totalling \$5,343.30
• Individual Sponsorship	3 totalling \$1,500
Unsuccessful Applications	
• Minor Community Events	4 totalling \$6,500
• Minor Community Projects	Nil
• Minor Community Facilities	Nil
• Individual Sponsorship	Nil

## COMMUNICATION IMPACT

The funding of these events and projects facilitates positive community relationships for the Wellington Shire, highlighting Council's commitment to supporting not for profit community organisations in the delivery of their activities, projects and events that benefit the wider community.

## 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 the whole Community".*

### Strategy 7.1

*"Support access to a range of recreational opportunities for all sectors of the community".*

## **COMMUNITY IMPACT**

The funding of these individuals, events and projects will have a significant positive effect on the community, providing assistance to increase the range of events and activities that the wider Wellington community can access. Successful applicants have demonstrated a community need that will be filled through receiving the funding and show a community benefit through project outcomes.

## **ENVIRONMENTAL IMPACT**

All events and projects are encouraged to consider the waste that will be produced through delivering their grant outcomes and have appropriate measures in place to manage waste. Assistance from Council is offered to all events to minimise landfill waste through the use of recycle bins.

## **CONSULTATION IMPACT**

Council officers were involved in consultation with grant applicants to provide advice and assistance in the completion of event grant applications.

## **RISK MANAGEMENT IMPACT**

The events industry is strongly legislated and all events are encouraged to comply with current OH&S and best practice safety standards. It is the responsibility of applicants to ensure that their project complies with all current rules and regulations.

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## **RECOMMENDATION**

***For Council to note the information regarding successful applications under the Quick Response Grant Scheme for the period July to October 2014 as at Attachment A.***

## Quick Response Grant Scheme - Successful Applications – July to October 2014

Organisation		Project Title	Amount	Description
<b>Minor Community Projects</b>				
1	Briagolong Community House	Community Wick Garden	\$500.00	This is a community garden project which uses raised, water wise, purpose built wick gardens to produce vegetables for all community members involved.
2	Gippsland Plains Rail Trail GPRT	Lessening Damage to the GPRT	\$395.00	To determine if surveillance cameras will deter illegal users on the trail
3	Licola Recovery and Development Committee Inc.	Defibrillator - Community Meeting Room	\$1,833.00	Given statistics prove early defibrillation significantly increases an individual's chance of survival this item is on the most wanted list for our remote community.
4	Seaspray Surf Life Saving Club Inc.	Starfish Program	\$1,238.67	The Starfish Program offers a modified Nippers program to children with special needs.
5	Stratford Bowls Club Inc.	Junior Jack Attack Equipment	\$400.00	To introduce local Primary School Students to the game of bowls to create a Junior Tournament Program.
6	Yarram Community Learning Centre	Union Bank Centenary Celebrations	\$562.00	Afternoon tea to celebrate the centenary of the building. Plaque unveiling, history of the building, photos, and early memorabilia
7	Youth InSearch Foundation Inc.	Aftercare Reconnecting to Community, Family and Education	\$1,377.00	Aftercare and support for young people of the Wellington Shire after participation in a Youth InSearch program to promote and assist in the healing process.
<b>Total</b>			6,305.67	
<b>Minor Community Events</b>				
1	Australian Breastfeeding Association	50th Anniversary Reunion Luncheon	\$662.00	Luncheon to Celebrate 50 years of the Australian Breastfeeding Association
2	Dargo and District Community Group	Community Planning Group BBQ for Dargo Community	\$500.00	BBQ for purpose of attracting community participation in the forming of the Dargo Community Planning Group
3	Lions Club of Yarram	Party in the Park	\$2,000.00	Free community event with twilight movie
4	Loch Sport Community House	The Opening of the 90 Mile Safe Beach Access	\$500.00	The event will officially open the recently built pathway from the Loch Sport surf car park through the dunes and down onto the 90 Mile Beach
5	Maffra Agricultural Society	International Food Festival	\$2,000.00	Maffra show presents an international food and wine court festival
6	Primary Patchworkers of Sale (Rotary Club of Sale)	Quilts by the Port	\$764.00	A biennial Quilt Exhibition displaying stunning patchwork quilts and handmade items crafted by the members of Primary Patchworkers of Sale
7	Rosedale Community Planning Group (Rosedale Neighbourhood House)	Rosedale Community Planning Dinner	\$500.00	Bringing the community together to identify ideas and priorities for the town into the future
8	Rosedale Halloween Committee	Be 'Thrilled at Rosedale on Halloween - Haunted House and Thriller Record Attempt	\$2,000.00	An all-inclusive Halloween spectacular featuring 'infamous' haunted house plus a Australian record attempt at the most people dancing to the Michael Jackson hit 'Thriller'

9	Rotary Club of Maffra Mardi Gras (Rotary Club of Maffra)	Maffra Mardi Gras	\$2,000.00	Market Stalls, Carnival Rides, Street Entertainment, Buskers, Community Street Parade, Awards and Bands
10	Sale Carols by Candlelight Committee (Sale City Band Inc)	Sale Carols by Candelight	\$1,500.00	Community Christmas carol event for Wellington Shire residents including: community choir, school participation, local artists, Lions BBQ, music performances, public participation and collection for charity
11	Sale Golf Club	Sale Seniors Festival of Golf	\$250.00	This golf tournament is part of the Victorian Seniors Festival, with 15 Golf Clubs participating. The tournament is open to anyone aged 55 years and over.
12	Sale Scout Group (Scouts Australia - Victorian Branch)	Sale Scouts Community Catch a Carp Day	\$825.00	Sale Scouts biannual community Catch a Carp Day is an environmental project for the Scouts, with the emphasis on the degradation carp cause in waterways.
13	St Paul's Anglican Cathedral	Summer in Seaspray	\$1,000.00	A free fun family and children's activity holiday program and family dance running over two weeks after Christmas at the Seaspray Hall.
14	UnitingCare Gippsland	Children's Week Roadshow 2014	\$800.00	Children's Week is a national program which focuses community attention to the needs and achievements of children as they thrive learn and grow.
15	Yarram Histocial Society	Coffee and Cake Saturday	\$788.40	Free community event designed for the community to enjoy a leisurely Sunday morning looking at exhibits showcasing connections with YDHS
16	Maffra Municipal Band Inc	Maffra Carols	\$550.00	Maffra Band plays carols. Maffra Dramatic Society will be singing, along with attendees. Santa will make an appearance.
<b>Total</b>			16,089.40	

#### Minor Community Facilities

1	Port Albert Mechanics Institute Committee of Management	Dressing of Port Albert Hall Windows	\$2,000.00	Supply and installation of Holland Blinds to the Port Albert Hall
2	Sale Amateur Basketball Association	Lockable Notice Board at GRSC Complex	\$2,000.00	At the moment we have a noticeboard which we put information and photos on. The photos are getting ruined when we are not there to supervise.
3	Sale Historical Society	Display Update	\$1,345.30	Hang honour board listing Mayors of Sale and create a permanent display board in changing display gallery.
<b>Total</b>			5,343.30	

#### Individual Sponsorship

Individual's Name	Supporting Organisation	Activity Title	Amount	Description	
1	Alex Trett	Rotary International	National Youth Science Forum	\$500.00	Attending the National Youth Science Forum in Canberra held in conjunction with Rotary Australia to assist with tertiary studies.
2	Benjamin McAnulty	Rotary International	National Youth Science Forum	\$500.00	Attending the National Youth Science Forum in Canberra held in conjunction with Rotary Australia to assist with tertiary studies.
3	Kaitlin Woolford	Yarram Secondary College	Alternative Schoolies Project - Cambodia	\$500.00	Student alternative schoolies program volunteering in Cambodia, rebuilding infrastructure, providing clean water and cultural education/
<b>Total</b>			\$1,500		

**ITEM C5.3****BUNDALAGUAH-MYRTLEBANK PUBLIC HALL PROGRESS REPORT**

DIVISION: LIVEABILITY  
 ACTION OFFICER: MANAGER HEALTHY LIFESTYLES  
 DATE: 18 NOVEMBER 2014

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

**OBJECTIVE**

The purpose of this report is to outline the progress of the Bundalaguah-Myrtlebank Public Hall Inc Committee’s compliance with its Licence and Service Agreement.

**BACKGROUND**

On 16 July 2013, Council resolved that “*Council officers provide Council with a report in twelve months that outlines the progress of compliance with all aspects of the Licence and Service Agreement*”.

The resolution also required that the Committee of the Bundalaguah-Myrtlebank Public Hall “*develop a three year Management and Maintenance Plan that outlines how the priority two, three and four works identified in the May 2013 Facility Fault report will be funded*”.

On 1 August 2013, Council entered into a Licence and Service Agreement (the agreement) with the Committee of the Bundalaguah-Myrtlebank Public Hall Inc (the committee). A Management and Maintenance Plan forms part of the agreement along with a requirement for the committee to provide a report to Council (officers) outlining current status of works identified in the Management and Maintenance Plan on each anniversary of the agreement.

**Compliance With The Licence And Service Agreement**

The committee has met all general requirements of the agreement with the exception of completion of the Essential Services Register and the display of evacuation plans. Council officers have inspected the hall and note that essential services maintenance has been undertaken and evacuation plans have been prepared. The committee will provide a copy of the updated Essential Services Register no later than two weeks after the date of this report.

Of the twenty items listed in the Management and Maintenance Plan due for completion by August 2014:

- Nine items have been completed, and
- Eleven items are in progress as part of a major upgrade project.

The committee has sourced funding for the upgrade project directly through Regional Development Victoria. The total value of planned upgrade works is \$63,563 and includes contributions from the committee.

Refer attached Bundalaguah-Myrtlebank Public Hall Management and Maintenance Plan Progress Report.

In addition to the requirements in the Management and Maintenance Plan, a number of specific reporting and performance monitoring requirements were included in the agreement and the committee's compliance with these items is reported below.

- The Committee must retain Incorporation status as per the *Associations Incorporation Reform Act 2012*.

Compliant: YES

- Within one month of the Annual General Meeting each year, the Committee of Management must provide Council with the following:

- Copy of the minutes of the Annual General Meeting

Compliant: YES

- A report on the operations of the Committee for the previous 12 months

Compliant: YES

- Annual financial statement for the previous 12 months prepared in accordance with the Associations Incorporation Reform Act 2012

Compliant: YES

- Details of Office-Bearers for the ensuing year

Compliant: YES

- A schedule of user charges

Compliant: YES

- Copy of the Committee's Essential Services Register

Compliant: NO

Council officers have inspected the hall and note that essential services maintenance has been undertaken. The committee will provide a copy of the updated Essential Services Register no later than two weeks after the date of this report.

## **OPTIONS**

Council has the following options:

1. Receive the report outlining progress of the Bundalaguah-Myrtlebank Public Hall Inc Committee's compliance with its Licence and Service Agreement, or
2. Seek further information for consideration at a future Council meeting.

## **PROPOSAL**

That Council receives the report outlining progress of the Bundalaguah-Myrtlebank Public Hall Inc Committee's compliance with its Licence and Service Agreement.

## **CONFLICT OF INTEREST**

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

## **FINANCIAL IMPACT**

There is no financial impact relating to the adoption of this report.

## **COMMUNICATION IMPACT**

There was no communication impact identified in the writing of this report.

## **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.*

## **PLANNING POLICY IMPACT**

There was no planning policy impact identified in the writing of this report.

## **RESOURCES AND STAFF IMPACT**

There was no resources and staff impact identified in the writing of this report.

## **ENVIRONMENTAL IMPACT**

There was no environmental impact identified in the writing of this report.

## **CONSULTATION IMPACT**

This report was written in consultation with the Committee of the Bundalaguah-Myrtlebank Public Hall Inc which provided a progress report on implementation of the Management and Maintenance Plan.

## **RISK MANAGEMENT IMPACT**

There have been no risk management issues identified in the writing of this report.

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

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## **RECOMMENDATION**

***That Council receives the report outlining progress of the Bundalaguah-Myrtlebank Public Hall Inc Committee's compliance with its Licence and Service Agreement.***

Bundalaguah-Myrtlebank Public Hall  
Management and Maintenance Plan Progress Report

Priority	Item	Complete Y/N	Status
2	Entry Foyer Exit Sign. <b>ACTION: Install exit sign over exit door</b>	Yes	
2	Painted corrugated iron roof cladding has some corrosion. <b>ACTION: Paint with Kill-rust to prevent further corrosion</b>	No	<i>Funding approved – Regional Development Victoria and Committee of Management.</i> Not achievable due to deteriorated condition of roofing material. Total replacement included in current RDV funding agreement.
3	Door Sills Timber door sills on external doors need repaint. <b>ACTION: Paint</b>	No	<i>Funding approved – Regional Development Victoria and Committee of Management.</i> Included in current RDV funding agreement.
3	Timber Doors to main hall need repaint where repaired. <b>ACTION: Paint</b>	No	<i>Funding approved – Regional Development Victoria and Committee of Management.</i> Included in current RDV funding agreement.
3	Toilet vent pipes missing caps. <b>ACTION: Replace</b>	No	<i>Funding approved – Regional Development Victoria and Committee of Management.</i> Included in current RDV funding agreement. (will be completed in conjunction with plumbing works associated with roof replacement)
3	Main Hall glass louver window with a corner broken off leaving hole open to weather. <b>ACTION: Replace</b>	Yes	
3	Some evidence of borers in Stage timber floor. <b>ACTION: Sand and seal to preserve timber</b>	Yes	
3	Male Toilet Vinyl floor tiles cracked and worn. <b>ACTION: Replace</b>	No	<i>Funding approved – Regional Development Victoria and Committee of Management.</i> Included in current RDV funding agreement.

3	Male Toilet pan rubber perished. <b>ACTION: Replace</b>	Yes	
3	Female Toilet Vinyl floor tiles cracked and worn. <b>ACTION: Replace</b>	No	<i>Funding approved – Regional Development Victoria and Committee of Management.</i> Included in current RDV funding agreement.
3	Female Toilet pan rubbers perished. <b>ACTION: Replace</b>	Yes	
3	Some external timber weatherboard cladding is rotting at joins. <b>ACTION: Repair</b>	No	<i>Funding approved – Regional Development Victoria and Committee of Management.</i> Included in current RDV funding agreement.
3	No pelmet over sliding door track in Supper Room. <b>ACTION: Provide</b>	Yes	
3	Downpipe on front entry broken at bottom. <b>ACTION: Repair Downpipes</b>	Yes	
3	Fibre weatherboard broken on SW corner of building. <b>ACTION: Repair</b>	Yes	
3	Kitchen Laminated bench top worn in places. <b>ACTION: Replace</b>	No	<i>Funding approved – Regional Development Victoria and Committee of Management.</i> Included in current RDV funding agreement.
3	External timber weatherboards need repaint. <b>ACTION: Paint</b>	No	<i>Funding approved – Regional Development Victoria and Committee of Management.</i> Included in current RDV funding agreement..
3	Some timber Fascia/Barge and timber trim around building needs repaint. <b>ACTION: Paint</b>	No	<i>Funding approved – Regional Development Victoria and Committee of Management.</i> Included in current RDV funding agreement.

3	Timber fence along front of property needs repaint. <b>ACTION: Paint</b>	No	<i>Funding approved – Regional Development Victoria and Committee of Management.</i> Fence was not repairable and has been included in current RDV funding agreement.
3	Female Toilet entry door will not stay closed. <b>ACTION: Repair catch</b>	Yes	
4	Building does not have accessible toilet facilities or compliant access to building.	No	<i>Funding approved – Regional Development Victoria and Committee of Management.</i> Included in current RDV funding agreement. Committee has plans drafted ready for permit stage.
4	Fire blanket missing from Kitchen.	Yes	
4	Fire Extinguisher missing from Kitchen.	Yes	
4	Unfenced irrigation channel along property boundary is a potential safety issue.	No	<i>Funding approved – Regional Development Victoria and Committee of Management.</i> The committee have negotiated a mutual position for the fence with Southern Rural Water. A contractor is engaged to install the fence and funding is included in our RDV application.

Priority 2 items To be completed by February 2014

Priority 3 items To be completed by August 2014

Priority 4 items To be completed by August 2015

BUNDALAGUAH MYRTLEBANK HALL INC  
REPORT TO THE WELLINGTON SHIRE COUNCIL.  
PROGRESS ON THE 3 YEAR FACILITY MANAGEMENT AND MAINTENANCE PLAN.

The Hall Committee would like to report that our approach to our obligations under the Licence and Service Agreement and the Facility Fault Report has been to get as much of this work completed as soon as possible. To this end the Hall Committee set about looking at what the Facility Fault Report required and thinking about how we could get all of this work plus extra work completed.

The big question was how we obtain the funds required to do the job. We became aware of the possibility of grant funding. We applied for a grant from The “Foundation for Regional and Rural Renewal” (FRRR) and a lot of work has gone into applying for a grant from Regional Development Victoria from their putting local’s first program. The RDV grant has been approved. We still need to sign the funding agreement.

To obtain the RDV grant we have put together a project (the total value of the project is \$63563.00) that will complete all the items listed on the Shire Facility Fault report and more.

The Bundalaguah Hall Up Grade Project has been designed to complete all of the items listed on the Facility Fault report. In addition to that it exceeds the requirements of the Facility Fault report. The Up Grade Project will provide the hall with

1. A new roof.
2. A new all access toilet.
3. A new Kitchen.
4. New fencing at the front of the hall and the northern channel boundary.

The Hall Committee would like to point out that we have found the “*Facility Fault Report*” to be deficient in several areas. These are as follows.

The roof is beyond just being pressure washed, painted and rescrewed. We obtained a professional opinion from Turnbull Plumbing that informed us that the roof needs to be replaced. It has holes in it and I have supplied photos of this previously.

The report requires the front fence to be repainted. The fence is beyond repair and needs to be renewed. The report requires the Kitchen bench tops to be replaced. The whole Kitchen is out of date and not up to modern day standards for catering purposes. It needs to be renewed.

In addition to this there are 2 serious issues that are not on the Facility Fault Report.

The first of these is the stumps. The stumps under the Kitchen and the main hall are sinking.

The second issue which is a very serious safety issue is the tank stand at the back of the hall. The steel tank stand is rusty, the bracing has broken off and it has subsided on one side.

The committee recently discovered that the stumps were in poor condition during a working bee held to clean up the grounds and repair the rabbit proof netting around the hall. At this stage we were well down the track of applying for the RDV Grant. We enquired to RDV as to increasing the size of the project to cover these issues. We were advised that we would have to start the whole process again. This was out of the question.

The stumps need to be repaired prior to the works in the Hall Up Grade Project being done. We obtained an independent building report to confirm our view that new stumps are required. This report is attached.

We also have a quotation from Gippsland Reblocking. This quote, attached is for an amount of \$10,120.00. Inc GST.

As set out in the License and Service Agreement Appendix No 1 the Shire would be responsible for a lot of these works. Due to the fact that the Bundalagwah Hall Up Grade Project covers all of the items listed on the Facility Fault Report and additional improvements that greatly enhance the value of the facility, we feel that it is not unreasonable that the shire covers the cost of the restumping and replacing the water tank.

Starting on the Hall Up Grade Project prior to renewing the stumps would not be sensible. It would jeopardise the integrity of the Up Grade works.

In order for us to sign the funding agreement we need to be able to provide RDV with a firm start date. This makes resolving the issue of restumping of paramount importance.

**In summary an investment from the shire of \$10,120.00 for the stumps will trigger an Up Grade Project to the value of \$63,563.00 for the hall.**



**D. URGENT BUSINESS**



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



**F. CONFIDENTIAL ATTACHMENT/S**

**F. CONFIDENTIAL ATTACHMENT/S**

**ITEM F1.1 WEST SALE AIRPORT (EASTERN RECREATIONAL AVIATION)  
PRECINCT LEASE MANAGEMENT FRAMEWORK  
(REFER TO ITEM C4.1 OF THIS AGENDA)**

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

**ORDINARY COUNCIL MEETING  
18 November 2014**

On this day of 30 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 F1.1 WEST SALE AIRPORT (EASTERN RECREATIONAL AVIATION) PRECINCT LEASE MANAGEMENT FRAMEWORK** is confidential because it relates to the following grounds under Section 89(2) of the Local Government Act 1989: h) any other matter which the Council or special committee considers would be prejudice the Council or any person;  
Be designated confidential information under Section 77 Clause (2)(b) of the Local Government Act 1989.

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



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



## G. IN CLOSED SESSION

## 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***



WELLINGTON  
SHIRE COUNCIL  
*The Heart of Gippsland*

**ORDINARY COUNCIL MEETING  
18 NOVEMBER 2014**

On 10 November 2014, in accordance with Section 77 Clause (2)(c) of the *Local Government Act 1989*; I, David Morcom declare that the information contained in the attached document **AUSTRALIA DAY AWARDS** is confidential because it relates to the following grounds under Section 89(2) of the *Local Government Act 1989*:

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

.....  
**Chief Executive Officer**