



WELLINGTON
SHIRE COUNCIL
The Heart of Gippsland

Council Meeting Agenda

Meeting to be held at

Port Of Sale Business Centre

Foster Street, Sale

Tuesday 20 October 2015, commencing at 6pm

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

ORDINARY MEETING OF COUNCIL – 20 OCTOBER 2015

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Council Meeting Information

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

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

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



A - PROCEDURAL



STATEMENT OF ACKNOWLEDGEMENT

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



PRAYER

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

Amen



A - PROCEDURAL

A4 CONFIRMATION OF MINUTES OF PREVIOUS COUNCIL MEETING/S

ITEM A4

ADOPTION OF MINUTES OF PREVIOUS MEETING/S

ACTION OFFICER:

GENERAL MANAGER CORPORATE SERVICES

DATE:

20 OCTOBER 2015

OBJECTIVE

To adopt the minutes of the Ordinary Council Meeting of 6 October 2015 as tabled.

PUBLIC QUESTIONS AND COMMENTS FROM THE GALLERY

RECOMMENDATION

That Council adopt the minutes and resolutions of the Ordinary Council Meeting of 6 October 2015 as tabled.

CONFLICT OF INTEREST

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



A - PROCEDURAL

A5 BUSINESS ARISING FROM PREVIOUS MEETING/S



A - PROCEDURAL

A6 ACCEPTANCE OF LATE ITEMS



A - PROCEDURAL

A7 NOTICE/S OF MOTION



A - PROCEDURAL

A8 RECEIVING OF PETITIONS OR JOINT LETTERS

ITEM A8(1)

OUTSTANDING PETITIONS

ACTION OFFICER

GOVERNANCE

DATE:

20 OCTOBER 2015

ITEM	FROM MEETING	COMMENTS	ACTION BY
NIL			

ITEM A8(2)**RECEIPT OF PETITION: ROSEDALE STRUCTURE PLAN IMPLEMENTATION AMENDMENT C86.**

DIVISION: DEVELOPMENT
 ACTION OFFICER: GENERAL MANAGER DEVELOPMENT
 DATE: 20 OCTOBER 2015

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 rezoning of the land situated at 15 Albert Street, Rosedale.

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

That Council receive the attached petition in relation to the rezoning of the land situated at 15 Albert Street, Rosedale.

BACKGROUND

A petition containing 361 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.”

1st October 2015.

Chief Executive Officer
The Councillors
Wellington Shire Council
70 Foster Street
Sale 3850.



re Rosedale Structure Plan Implementation
Amendment C86

We the residents, ratepayers and concerned citizens hereby submit this petition for your consideration and strongly object to the rezoning of the land situated at 15 Albert St, Rosedale, from Public Park and Recreation Zone to General Residential Zone 1, on the basis that it should stay reserved for potential future use of the Rosedale Memorial Swimming Pool and/or off street parking for both the swimming pool and R.S.L. Hall that both adjoin this land. The land is necessary for general off street parking for shop owners and employees - overflow from current available town parking. Parking on this land would allow traffic movement along the street safer and easier to negotiate.

P.S. Enclosed 2 recent photo showing congestion -
Please refer this matter to Cr D. McCubbin whom
has personally experienced this parking

Margaret Hobley (Coordinator)
Hobley

cc. Minister for Planning
Cr D. McCubbin



PETITION RE: 15 ALBERT ST ZONING

We, the undersigned Residents & Ratepayers of Rosedale & Shire of Wellington, hereby submit this petition and strongly object to the re-zoning of 15 Albert Street, Rosedale (the land situation at rear of Rosedale Swimming Pool & the RSL Hall), from Public Park & Recreation Zone to General Residential Zone 1 on the basis that it should stay reserved for potential future expansion of the Swimming Pool & off-street parking for said Pool and R.S.L. Memorial Hall.

In accordance with Sections 22 and 23 of the Planning and Environment Act 1987 that Council consider this petition as a written submission to amendment C86 (Rosedale Structure Plan Implementation) to the Wellington Planning Scheme and request the Minister for Planning to appoint a Planning Panel to consider all submissions

NAME	ADDRESS	SIGNATURE
Debra Vaux		
Fiona Nilholson		
Michelle Morrison		
HARRY PHILLIPS		
ELIZA HEYWOOD		
ROB ALLEN		
STEVIE ELSWYK		
HARRY TUCK		
MATT SWALE		
LINDSAY ROSS		
Pete Moody		
LISA MARSHALL		
Kathleen A Bowman		
NAIL STUCKES		
SUSAN DE CANN		
KERRIE LEONARD		
HAZEL HARRIS		
KRISTIE RICHIE		
CHERYL CARSTEIN		
SHARON SMITH		
ANDREW INGER		
Michelle Timmins		
Kelly Feely		
ELIZABETH BOWLEY		
Debra Hansen		
JOHN MICHAELS		
Debra Prichard		
Peter Garlick		
Norma M Garlick		
NORMA M GARLICK		

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In accordance with Sections 22 and 23 of the Planning and Environment Act 1987 that Council consider this petition as a written submission to amendment C86 (Rosedale Structure Plan Implementation) to the Wellington Planning Scheme and request the Minister for Planning to appoint a Planning Panel to consider all submissions

PRINT - NAME	ADDRESS	SIGNATURE
V. Casey		[Signature]
Larry Nassiginas		[Signature]
Tanika Marinov		[Signature]
Dennis Parstein		[Signature]
Peter Blunk		[Signature]
Bill Priestley		[Signature]
MARK GARDNER		[Signature]
Holly Marton		[Signature]
PAT O'DELL		[Signature]
L Heywood		[Signature]
G W HARRIS		[Signature]
Lyn Rose		[Signature]
DANIEL LLOWELLYN		[Signature]
WILLIAM TUNLOP		[Signature]
MARK ROSS		[Signature]
JULIE UREN		[Signature]
Marta Pollard		[Signature]
PETER GOODWIN		[Signature]
Rob Danks		[Signature]
David Wils		[Signature]
Jenny Moncur		[Signature]
Steve Korman		[Signature]
Hett Millmow		[Signature]
Dark Hombig		[Signature]
E. NICE		[Signature]
DIANNE M'GEATH		[Signature]
SAM BEOVIC		[Signature]
JEFF MILLINSON		[Signature]
Teresa Barlow		[Signature]

PETITION RE: 15 ALBERT ST ZONING

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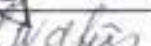







In accordance with Sections 22 and 23 of the Planning and Environment Act 1987 that Council consider this petition as a written submission to amendment C86 (Rosedale Structure Plan Implementation) to the Wellington Planning Scheme and request the Minister for Planning to appoint a Planning Panel to consider all submissions

PRINT - NAME	ADDRESS	SIGNATURE
V. Casey		[Signature]
Larry Nassimakis		[Signature]
Tanika Marinou		[Signature]
Dennis Parstein		[Signature]
Peter Smith		[Signature]
Bill Priestley		[Signature]
MARK GARDNER		[Signature]
Holly Marton		[Signature]
PAT O'DELL		[Signature]
L Heywood		[Signature]
G W HARRIS		[Signature]
Lyn Rose		[Signature]
DANIEL LLOWELLYN		[Signature]
WILLIAM TUNLOP		[Signature]
MARK ROSS		[Signature]
JULIE UREN		[Signature]
Marta Pollard		[Signature]
PETER GOODWIN		[Signature]
Rob Danks		[Signature]
David Wils		[Signature]
Jenny Menclur		[Signature]
Steve Skene		[Signature]
Hett Millmow		[Signature]
Dark Honda		[Signature]
E. NICE		[Signature]
DIANNE M'GEATH		[Signature]
SAM BEOVIC		[Signature]
JEFF MILLINSON		[Signature]
Teresa Barlow		[Signature]

PETITION RE: 15 ALBERT ST ZONING

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In accordance with Sections 22 and 23 of the Planning and Environment Act 1987 that Council consider this petition as a written submission to amendment C86 (Rosedale Structure Plan Implementation) to the Wellington Planning Scheme and request the Minister for Planning to appoint a Planning Panel to consider all submissions

PRINT - NAME	ADDRESS	SIGNATURE
Peter Mathers		
Brandon Northway		
Nicole Wrayler		
ADAM DU ROSE		
M. O'Brien		
Justin Field		
She Matheson		
Gary Hester		
Gary Slayford		
L. WATERS		
J. Branden		
A. Branden		
D. BARNETT		
A. CAMERON		
E. WILSON		
J. WALL		

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In accordance with Sections 22 and 23 of the Planning and Environment Act 1987 that Council consider this petition as a written submission to amendment C88 (Rosedale Structure Plan Implementation) to the Wellington Planning Scheme and request the Minister for Planning to appoint a Planning Panel to consider all submissions

PRINT NAME	ADDRESS	SIGNATURE
Trudy Campbell		[Signature]
Ron Robinson		[Signature]
Kerry Clarke		[Signature]
LEANNE O'BRIEN		[Signature]
Judi Membrey		[Signature]
David Smith		[Signature]
Nick Smith		[Signature]
A Diamond		[Signature]
K. Morrison		[Signature]
M. Sullivan		[Signature]
E. Mox		[Signature]
N. WALSH		[Signature]
S. PROSSER		[Signature]
REG THOMAS		[Signature]
MARG BRADY		[Signature]
Heather Accordi		[Signature]
Ally Stephenson		[Signature]
NORA TIMMINS		[Signature]
Jenny Mcneil		[Signature]
Jason Campbell		[Signature]
Justine Veitch		[Signature]
JUSTIE BRISLEY		[Signature]
Monica McMillan		[Signature]
Sancho Rigby		[Signature]
LEE VEITCH		[Signature]
Fiona Smith		[Signature]
M Livingstone		[Signature]
G. Taylor		[Signature]

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In accordance with Sections 22 and 23 of the Planning and Environment Act 1987 that Council consider this petition as a written submission to amendment C86 (Rosedale Structure Plan Implementation) to the Wellington Planning Scheme and request the Minister for Planning to appoint a Planning Panel to consider all submissions

PRINT- NAME	ADDRESS	SIGNATURE
Julie Rowe		
KRISTINE BICKER		
Peter Bonrodob		
Janet Rowley		
Walter Sterling		
John Thomas		
K. Rathjen		
S. Thomas		
Steph Patmore		
L Patmore		
A LAU		
L. Rodman		
M. Toms		
JAKE MOUAT		
Mervyn Heathcote		
Greene Phillips		
Mavis Mackay		
BROCK TAYLOR		
Kate Rabbette		
Margaret Johnston		
Leanne Mathers		
Len / Orie		
Emily Rowley		
Mitchell Finlay		
Cassie Scott		
Meaghan Prosser		
JOAN PARTNERS		
Nicholas SHAW		
DARREN PUGHAN		

PETITION RE: 15 ALBERT ST ZONING

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NAME	ADDRESS	SIGNATURE
John Ross		[Signature]
N. O'Ronnol		[Signature]
B. H. H.		[Signature]
M. Kalms		[Signature]
E. Mount		[Signature]
F. H. H. H. H.		[Signature]
G. Kelly		[Signature]
A. Gieba		[Signature]
C. D. D.		[Signature]
D. H. H. H. H.		[Signature]
H. H. H. H. H.		[Signature]
J. Elmer		[Signature]
R. H. H. H. H. (GARAGE)		[Signature]
C. G. G. G. G.		[Signature]
L. C. C. C. C.		[Signature]
B. P. P. P. P.		[Signature]
A. S. S. S. S.		[Signature]
J. McDermott		[Signature]
S. K. K. K. K.		[Signature]
J. Charity		[Signature]
T. H. H. H. H.		[Signature]
P. H. SANDERSON		[Signature]
C. SANDERSON		[Signature]
T. SANDERSON		[Signature]
P. SANDERSON		[Signature]
W. SANDERSON		[Signature]

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In accordance with Sections 22 and 23 of the Planning and Environment Act 1967 that Council consider this petition as a written submission to amendment C86 (Rosedale Structure Plan Implementation) to the Wellington Planning Scheme and request the Minister for Planning to appoint a Planning Panel to consider all submissions

NAME	ADDRESS	SIGNATURE
Trina Swales		[Signature]
JADE JONES		[Signature]
GAVIN BLAKE		[Signature]
Robyn Aron		[Signature]
Lynette Dair		[Signature]
M. Curran		[Signature]
Sue Lane		[Signature]
ALAN WHITE		[Signature]
JENNY WHITE-JENNY		[Signature]
COLIN ROWSE		[Signature]
Barbara Palmer		[Signature]
Chris Kasidiani		[Signature]
Michelle Thomas		[Signature]
B. Millett		[Signature]
TREVA BENCHLEY		[Signature]
Dawn Melden		[Signature]
M. Giles		[Signature]
Di Ross		[Signature]
K. W. M.		[Signature]
Si Hester		[Signature]
T. A. Fulton		[Signature]
D. Sear		[Signature]
Reyn Sel		[Signature]
Deb Missen		[Signature]
Lacika Peilly		[Signature]
M. Reid		[Signature]
X. Sellings		[Signature]
T. Peters		[Signature]
Dianne Hunter		[Signature]

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In accordance with Sections 22 and 23 of the Planning and Environment Act 1967 that Council consider this petition as a written submission to amendment C86 (Rosedale Structure Plan Implementation) to the Wellington Planning Scheme and request the Minister for Planning to appoint a Planning Panel to consider all submissions

First	NAME	ADDRESS	SIGNATURE
	Diane Lawless		
	Caroline Morrison		
	Sue Roberts		
	NICOLE SMITH		
	TONI-MAY SMITH		
	Katie Mackrell		
	Terri Morris		
	Spoll-Morris		
	Poraine Campbell		
	Karin Allan		
	Tarsha Matheson		
	Gabriella Heathcote		
	Inet Bellinger		
	Tess Maxfield		
	TREJOR CARL		
	Nadine Harte		
	Sadie Creed		
	Lorraine Paterson		
	Ivy Newey		
	Ignat HIRSH		
	Jessica David		
	Julie Logan		

PETITION RE: 15 ALBERT ST ZONING

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PRINT - NAME	ADDRESS	SIGNATURE
Albert Hunter		
Brian Windsor		
PAUL TUTTLE		
Alan Anderson		
DAVID GUNN		
Bruce Foster		
David Sell		
Therese Mason		
Kerriel Jones		
GEO MOONEY		
Maura W. Ward		
ALAN WARD		
Alan Ward JR		
Rebecca James		
P. Bairdale		
P. GEORGE		
J. HOWARTH		
FRANCIS HUNTER		

PETITION RE: 15 ALBERT ST ZONING

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PRINT - NAME	ADDRESS	SIGNATURE
J Lombardi		J Lombardi
Dale Leckie		Dale Leckie
Keryn Blucher		Keryn Blucher
Monty Knight		Monty Knight
Elizabeth Yates		E. Yates
IAN PAWSON		I. Pawson
GILL BICKNELL		G. Bicknell
Jan Kelly		Jan Kelly
Narelle Milligan		Narelle Milligan
Louette Milligan		Louette Milligan
Craig Milligan		Craig Milligan
Damon Milligan		Damon Milligan
Brend Milligan		Brend Milligan
DAVID WALKER		D. Walker
Clinton Shepherd		Clinton Shepherd
Nathan Collett		Nathan Collett
Bryan James		Bryan James
N McGINNESS		N. McGinness
M McGINNESS		M. McGinness
M J KERR		M. J. Kerr
Robt Flood		Robt Flood
John Smith		John Smith
Sue Britton		Sue Britton
Kenneth Newton		Kenneth Newton
James Field		James Field
LINDSAY HORTON		Lindsay Horton

PETITION RE: 15 ALBERT ST ZONING

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PRINT - NAME	ADDRESS	SIGNATURE
JOE KIOS		
L. LOGAN		
ELNE LOUIS		
A. Mook		
D. WALKERSON		
T. Y. MULLICAW		
P. Myatt		
D. Myatt		
Fairlie Ambrose		
D. Matthews		
N. ANDREWS		
JOHN McDONALD		
KALI DAVISON		
Julia Lill		
Justine Paragon		
BRYAN CARLAND		
John Le		
WILL RHEESE		
Styven Fisher		
Mary Hunt		
R. Langton		
D. Swilby		
C. Wallace		
C. McDiarmid		
GLEN HANCOCK		
Michelle Borm		
JUDY HARRISON		
MAYNE HARRISON		
B. Dyt		

ITEM A8(3)**RECEIPT OF PETITION: CESSATION OF THE MOSQUITO SPRAY PROGRAM WITHIN THE GIPPSLAND LAKES AREA**

DIVISION: DEVELOPMENT
 ACTION OFFICER: GENERAL MANAGER DEVELOPMENT
 DATE: 20 OCTOBER 2015

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 cessation of the mosquito control program within the Gippsland Lakes area.

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

That Council receive and note the petition, and note that Council staff have already written to the head petitioner and provided them with a response based on Council's recent decision of 6 October 2015, which was

COUNCILLOR McCUBBIN / COUNCILLOR WENGER

RECOMMENDATION

That:

1. ***Council enters into an agreement with the Department of Health and Human Services for the provision of mosquito monitoring and spraying for a period of three mosquito breeding seasons whilst they undertake a state wide review of their Mosquito Management Framework and associated funding program;***
2. ***The agreement limits Council's financial commitment to the program to \$25,000 p.a.***
3. ***The extent of mosquito monitoring and spraying be limited to those general areas as outlined in the maps provided at attachment 1;***
4. ***Council continues to develop and implement education programs for the local communities affected; and***
5. ***Council writes to all parties that have made contact with Council about this matter providing them with an update on the status of the program.***

BACKGROUND

A petition containing 198 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.”

Barry Nicholl
Municipal Building Surveyor
Environmental Health Co-ordinator
Wellington Shire Council
29/9/15



Dear Mr Nicholl,

I am again writing in regard to the Wellington Shire's cessation of the Mosquito spraying program within the Gippsland lakes area particularly the township of Loch Sport. Since I have last written I asked the people of Loch Sport their opinion and concern via a petition, I have included these signatures for your verification of their concern.

In the "Framework for Mosquito Management in Victoria" It states in section 5.3 1. The Municipal level where the decision is whether to implement a mosquito management and identify the elements of that program. This decision is based primarily on disease control and the level of community concern.

My concern and the communities is that the money set aside for this program is not being utilised in the area it was allocated for and after viewing Lake Reeve over the weekend it is very low in water capacity and with green algae stagnate which is the perfect breeding ground for mosquitoes.

I hope you take the time to consider the residents, visitors, holiday makers concerns re this mosquito problem.

Kim Greig

A handwritten signature in black ink, appearing to read "Kim Greig".

September 2015

The Signatures below are concerned due to the Cessation of the Mosquito control program in Loch Sport by the City of Wellington. Our concerns are for our health and welfare and community well being due to increase in mosquito numbers We would like the program to be re-instated.

Name	Address
JOHNION	
SUSAN MAHER	
ZEVAN	
ROSE WOOD	
GRANVILLE WOOD	
JOCK WOOD	
SHARON WOOD	
R. HAMPSHIRE	
Benny	
Chris	
JOY HAMPSHIRE	
BRIAN HAMPSHIRE	
NORM MONGONI	
Dot MONGONI	
MATT HEWAT	
DEBBIE HEWAT	
Kathleen Dwyer	
Jennifer Wigney	
Bruce & Judy Cox	
KEVIN HUNT	
Lynne Stewart	
Ruthie GARDNER	
Julie James	
CRAIG EDWARDS	
Vicky STRETTON	
Ashlee Jones	

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September 2015

The Signatures below are concerned due to the Cessation of the Mosquito control program in Loch Sport by the City of Wellington. Our concerns are for our health and welfare and community well being due to increase in mosquito numbers. We would like the program to be re-instated.

Name	Address
JEAN JAMES	
Strachan	
HILARY JENNER	
BRIAN JENNER	
Karen Scott	
JANIS SHAW	
Don Heywood	
K Youl	
LS Primary School	
* Mozzies cut	
Geoff Green	
Pam O'Leary	
David Taylor	
Pete Dink	
Jacqui Duggan	
James Marshall	
STEVE McRUFFIE	
Hank Tom	
Murray Black	
Linda Nelson	
M. Mason	
M. Anderson	
M. Soper	

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September 2015

The Signatures below are concerned due to the Cessation of the Mosquito control program in Loch Sport by the City of Wellington. Our concerns are for our health and welfare and community well being due to increase in mosquito numbers We would like the program to be re-instated.

Name	Address
Kim Green	
M Spring	
D Rocks	
G. Campbell	
Jim Vivian	
SCHWARTZ	
E KINGHAM	
T EDEN	
M Marshall	
Stewart	
P HARTIS	
wilfred west	
L.H. Munnell	
Liz Anderson	
Simon Eggert	
Margaret Anderson	
Jean Wall	
SJ TOTTER	
JEAN GRAY	
Karen McCabe	
Caroline Rees	
Karl McIntosh	
Jim HERNER	
Chris Anderson	
WARREN BARRON	

Don Jassar

September 2015

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Sig.

Name	Address
Jacob ZDRAZIL	
JOAN ZDRAZIL	
Jon. Andrews	
Mark Sapping	
Denise Kelly	
Peter Conlon	
Edward Cheesley	
Rosmary Cheesley	
Richard Clay	
LINDSAY MARTIN	
MURRAY BLAWN	
N. O'DRISCOLL	
P. Johnson	
S. POOLE	
A+B GERZINA	
J. WISEMAN	
B Dawson	
D+S TOMKS	
A. McCabe	
M. ANDERSON	
M. McMillan	
L. Shaw	
A. POSE	
D THOMAS	
C HULLMELL	
D BARAKAT	

September 2015

The Signatures below are concerned due to the Cessation of the Mosquito control program in Loch Sport by the City of Wellington. Our concerns are for our health and welfare and community well being due to increase in mosquito numbers We would like the program to be re-instated.

Name	Address
Jadey O'Brien	
Angela Torge	
BOB BANKS	
TRACEY VEAL	
Jillian Bradbeer	
Francesca Dixon	
WACAY WICKINS	
Eric Thomas	
D.L. Gorman	
J. Gorman	
J. Bugley Jr.	
Sam Leaver	
Z. Leaver	
Helen Birrell	
Killy Stevens	
B. Dehez	
Mick Cobby	
Gavin Taylor	
KYNG TANNER	
M Worley	
LEO SHIRLEY MURK	
Margie Edwards	
Sam Dorrin Kayal	
James Hedding	
KARL SPARK	
George Johnston	
BOB DOWD	

September 2015

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Name	Address
R. Hunt	
E. MORRIS	
JEAN MURRELL	
CHRIS AARTS	
CAROL MURRELL	
MICK MAIKING	
GARY CHRISTENSEN	
Robbie EDWARDS	
TARNIE WILKINS WILKINS	
SHARON MORRISON	
Ben Suckling	
Tracey Munn	
Rick McCormack	
CARRIE SANECKO	
Charles Leeworthy	
Roger BUYLE	
Mandy Bailey	
Nick Collett	
MIA STEPHENS	
Gross Collins	
Mary Anne	
Aimee Gaulton	
Noel Wykes	

September 2015

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Name	Address
Jan Higgins	
J. Kaufman	
L. Grant	
J. Andrews	
A. Vinnicombe	
Chris Harrison	
Genny Leewright	
Low Lunny	
Robert Bentie	
Yelda Dawson	
Jenny Blair	
DEE McCOY	
Ray Tinsdale	
Alex Hall	
JIMMY NEWBUND	
Susan Dixon	
CHRISTOPHER DIXON	
Ray MANN	
Lyne Beckett	
B. TRIPP	
D. Schaller	
B. Cooksley	
B. Roberts	

September 2015

The Signatures below are concerned due to the Cessation of the Mosquito control program in Loch Sport by the City of Wellington. Our concerns are for our health and welfare and community well being due to increase in mosquito numbers We would like the program to be re-instated.

Name	Address
CRONIN ANDREW	
BRUCE CAMPBELL	
BERRY HOWARD	
AIDY MULLOY	
GAIL STURROCK	
DIAN JENNINGS	
LIAN JENNINGS	
JO SULLIVAN	
Rachelle Potts	
Renee Potts	



A - PROCEDURAL

A9 INVITED ADDRESSES, PRESENTATIONS OR ACKNOWLEDGEMENTS



A - PROCEDURAL

A10 QUESTIONS ON NOTICE



A - PROCEDURAL

A11 MAYOR'S REPORT

ITEM A11(1)**MAYOR'S REPORT**

OFFICER:

COUNCILLOR CROSSLEY

DATE:

20 OCTOBER 2015

RECOMMENDATION

That the Mayor's report be noted.

50 Years of Gippsland Art Gallery

It was a great pleasure to celebrate the 50th birthday of the Gippsland Art Gallery on 25 September. I was honoured to share the moment with John Leslie OBE, Freeman of the City and Patron of the Gallery, as we cut the celebratory cake. Within the large crowd were past Gallery Directors, Mayors, committee members and local artists that had been a significant part of the Gallery's history. I would like to thank Peter Synan OAM for launching Hindsight, a book compiled by curator Simon Gregg which looks back on the Gallery's history.

Thanks to all involved in creating this historic document, especially to Anton Vardy Director, Simon Gregg the Curator and author and the rest of the team at the Gippsland Art Gallery. This is a most timely record of the past 50 years, before the next bold step into a brave new world in the redeveloped Port of Sale building that will also encompass the Library, Visitor Information Centre and Council Chambers.

Vision Australia celebration of White Cane Day in Sale

On 7 October I participated in a Vision Australia White Cane Campaign in Sale with members of our Access and Inclusion Committee to help raise awareness of white canes as symbol of vision loss and independence. Using goggles, a white cane and with the helping hand of a sighted companion, I tried negotiating the CBD during a busy lunch time. It was challenging, to say the least, but gave a greater understanding of all the non-visual cues that are provided to safely navigate our streets. It is important our local traders understand that the various bylaws involving street furniture enable safe and predictable walking zones and that we all consider and support people with a white cane or an *I Have Low Vision* badge.

Green Army Project

Our Green Army Project participants graduated on 7 October. Darren Chester MP, Member for Gippsland, and I presented their graduation certificates. Seven young men from a diverse range of backgrounds successfully completed the program, which saw them gain various qualifications and hands on experience in environmental and heritage conservation fields. Locally, the Green Army was a partnership between Wellington Shire Council, Parks Victoria and Conservations Volunteers Australia, supported through the Australian Government's Green Army Program.

Walk to School Month

During October we've seen school children walking, riding, scooting or skating to school at almost every school in Wellington for Walk to School month. Even schools whose children generally bus-in have held activities enabling their students to participate. All Councillors have been involved in encouraging students and parents to participate.

Committee for Gippsland - Member Briefing - Tim Pallas, MP

On 10 October I joined the Committee of Gippsland's briefing day. The Hon Tim Pallas MP, Victorian Treasurer, outlined key areas of priority for the Victorian Government in Gippsland including investment, infrastructure and the lease of the Port of Melbourne. He could not emphasise enough the importance of the creation of jobs as the top priority. Harriet Shing MLC for Eastern Victoria was also in attendance. This sort of events give Gippsland a great opportunity to connect and ask questions of the state leaders making the decisions that impact our communities.

Melbourne Cup tour including the 100th Anniversary of Patrobas

Council supported the 2015 Emirates Melbourne Cup tour to Rosedale and Sale on Monday 19 October. The Rosedale visit coincides with the centenary of Patrobas, Gippsland's only horse to win the Melbourne Cup and the female owned first cup winner, Edith Widdis. Mrs Widdis' Great Grandson and local philanthropist John Leslie OBE, attended the Rosedale event, where we saw the 1915 Patrobas Cup, usually displayed in the Entertainment Centre foyer, sit next to the 2015 Cup. Thanks to the community groups who have supported this tour including Rosedale Chamber of Commerce, Prince Street Reserve Committee, Rosedale Historical Society and Sale Business and Tourism Association.

The year that was

This year has been a wonderful one to stand as Mayor and an absolute privilege to have been Wellington Shire Council's second female Mayor.

There have been a number of announcements for Wellington this year that will have significant positive impacts well into our future. The Port project, Basic Flying Training for RAAF Base East Sale, the new Sale Police Station opening, a number of new CFA Stations across our region and the announcement of funding for the long awaited Wellington Specialist School (Sale Specialist School), just to name a few.

Watching projects go from start to finish in collaboration with the community has been a pleasure, but also an eye opener. The McLoughlins Beach Footbridge and Floating pontoons project was announced shortly after I became Mayor and now work has started. Being part of the Yarram and District Hub opening has been an absolute highlight. To have worked with the community on such a high level on this vital project for Yarram was a fantastic achievement for Council, and is testament to the grassroots approach this organisation is moving forward with and known for.

The announcement of Basic Flying Training coming to East Sale RAAF Base was a momentous highlight in the base's 70 year history. The immense efforts of council staff, in particular our Economic Development team, have helped to secure the AIR 5428 tender win that will see a direct wage and salary contribution of up to \$28 million injected into our local economy. This is in addition to the recent completion of the \$185 million construction project which includes new and refurbished accommodation for Air Force personnel, training facilities, commercial facilities and an air traffic control tower.

There has been great change for the organisation this year including the relocation of the administration offices from the former Port of Sale Civic Centre to our Desailly Street office. Moving forward with technology and going green, we have moved to a paperless office system and introduced solar panels.

Across our 11,000km² and with the support of a state government grant we have replaced about 2200 of our 3000 street lights to LED. These changes are part of our ongoing commitment to a greener environment and to reduce running costs to meet the challenges we face moving into the future of rate capping; we are taking them on board and successfully meeting them.

With a new State Government installed at the end of last year, we have seen a new political climate emerge and have also adapted and moved forward with new departmental ministers across the board. We saw the retirement of Peter Ryan, our local member for over 25 years.

We look forward toward the Port of Sale Library and Art Gallery Civic Centre development and to the completion of works at the Gippsland Livestock Exchange. We're following progress at the new Seaspray Life Saving Club and have just commenced our own Gordon Street Recreation Reserve Clubrooms redevelopment and the Yarram and Rosedale Streetscape redevelopments. These projects and others are expected to be of great economic benefit for the region and I am proud to have been the Mayor of this council that has proceeded with such great projects.

Throughout the year I have attended many celebrations of volunteers from a very broad range of organisations. This diverse range of volunteers makes Wellington what it is today. Without them, many great community projects and events would not get off the ground. This month I attended the Briagolong Red Cross' centenary celebrations. Their unwavering commitment to community contribution is a prime example of how all volunteer organisations in the region can and do make such a difference.

We act on behalf of the entire Wellington Shire community. Women make up more than half of our population and I warmly encourage a greater number of women to stand in next year's local government elections so that Wellington can aim for representation that better reflects our population. Stand for Council - join a team that promotes the interests of your region.

Thank you

It has been an honour and a privilege to have served my community as Mayor over the past year. I would like to thank the community for their warm reception, my fellow Councillors for their collegial attitude, Chief Executive Officer David Morcom, the staff at Wellington Shire Council for their support and assistance and my family who have supported me throughout the year as Mayor. It is an experience I will remember fondly for the rest of my life.

I have thoroughly enjoyed my time but could not have done so without such a collaborative Council, willing to embrace change in an ever shifting political environment. I look forward to this Council's next year as we oversee even more great projects come to fruition to benefit this great community that is Wellington Shire.

**COUNCILLOR CAROLYN CROSSLEY
MAYOR**



A - PROCEDURAL

A12 YOUTH COUNCIL REPORT

Youth Council will present a report to Council on 17 November 2015.



B –REPORT

DELEGATES



C1 - REPORT

CHIEF EXECUTIVE OFFICER

ITEM C1.1**CHIEF EXECUTIVE OFFICER'S REPORT**

OFFICER: CHIEF EXECUTIVE OFFICER

DATE: 20 OCTOBER 2015

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

- 16 September Attended the **Maffra Business and Tourism Association (MBTA) Business Seminar** breakfast, Duarts Maffra
- Attended **Heyfield Resource Centre** Community lunch with Cr Hole, followed by meeting with Resource Centre staff
- Visit to **SupaTruss** with Cr Hole, Heyfield
- 18 September Meeting with David Hawkins, **Socom Secretariat**, Sale
- Attended **Gippsland Local Government Network Meeting**, with the Mayor, Sale
- Attending **Rural Gippsland MAV Representatives, Mayors and CEO's Meeting**, Sale
- 21 September Meeting with **John Leslie OBE**, Sale
- 22 September Held **Staff Information Sessions in Maffra, Sale and Yarram**
- 23 September Meeting with representatives from the **Sale Specialist School**, Sale
- 24 September **Staff Information Session**, Sale
- 25 September Attended the **launch of Gibsons Groundspread** automated compost/fertiliser blending system – a Victorian-first custom blending machine that can handle up to 78,000 tonnes annually of recycled organic product to meet the needs of Gippsland farmers, Longford
- Attended the **Gippsland Art Gallery 50 Year Anniversary** function including the launch of the book **Hindsight_Gippsland Art Gallery History & Collections 1965-2015**

- 28 September Attended **Gippsland Local Government Network Meeting**, Drouin
- 29 September Meeting with **Cr Hole and Heyfield Resource Centre staff**, Heyfield
- 1 October Meeting with Leigh Kennedy and James Flintoff from **Regional Development Victoria**, Traralgon
- Attended the Gippsland Victoria Lunch – **Invest In Gippsland Victoria**, Glengarry
- Facilitated meeting with Simon Talbot, **CEO National Farmers Federation** to building on Gippsland's competitive advantages in the food and fibre sector. This meeting was also attended by representatives from Regional Development Victoria, Traralgon
- 6 October Attended Council Meeting, Sale
- 7 October Attended the graduation of the **Green Army Project: Sale to the Heart – Regenerate and Reconnect** also attended by The Hon Darren Chester MP, Federal Member for Gippsland South, Sale
- 8 October Attended RAAF Base East Sale – **Base Redevelopment Opening**, East Sale
- 9 October Meeting with John Leslie OBE, Sale
- 12 October Meeting with East Gippsland Shire Council representatives to discuss a **Local Government Business Management System**, East Gippsland
- 14 October Meeting to discuss the economic development implications for Wellington Shire (and Victoria) of East Sale RAAF base winning the **AIR5428** contract, Melbourne
- 19 October Attended Latrobe City Council Meeting, to present the **Gippsland Regional Plan**, Morwell

ITEM C1.2**SEPTEMBER 2015 PERFORMANCE REPORT**

DIVISION: CHIEF EXECUTIVE OFFICE
 ACTION OFFICER: CHIEF EXECUTIVE OFFICER
 DATE: 20 OCTOBER 2015

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

OBJECTIVE

For Council to receive and note the September 2015 Council Performance Report.

PUBLIC QUESTIONS AND COMMENTS FROM THE GALLERY

RECOMMENDATION

<p><i>That Council receive and note the September 2015 Council Performance Report as attached.</i></p>

BACKGROUND

The September 2015 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 2015/16 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 September 2015 Performance Report, Council can resolve to either:

1. Receive and note the September 2015 Council Performance Report; or
2. Not receive and note the September 2015 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 September 2015 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 September 2015 quarter as well as the expected financial position for the 2015/16 year. The report indicates that the final operating result for 2015/16 will be worse than originally budgeted by \$6.07 million, mainly due to early receipt in June 2015 of 50 per cent of the Victoria Grants Commission 2015/16 allocation, which is reflected in the higher than expected cash at bank.

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 September 2015 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".

SEPTEMBER PERFORMANCE REPORT

September 2015 COUNCIL PLAN HIGHLIGHTS

Data collection for 'Know Your Council' website

New Local Government Performance Reporting Framework (LGPRF) regulations came into effect 1 July 2015. This requires all Victorian councils to report against prescribed indicators and measures as part of their Annual Report. This data will be uploaded to a website called 'Know Your Council' to allow for comparison with other, like councils and will be publically available from November 2015.

Walk to School

The Community Health and Wellbeing Officer is working in partnership with Youth Council, Municipal Services (School Crossing Supervisors), Media and PR, and Wellington Shire Primary Schools to deliver the Walk to School Program. The program includes awareness raising and promotion; recording how many students actively travel to and from school; schools organising and how many students participate in extra-curricular fitness activities during school and additional community projects that promote active travel.

Walk to School commences in October, and we already have 29 out of 31 schools across Wellington registered. This is a dramatic improvement compared with a total of 13 schools registered in 2014.

Youth Council

Nominations for Youth Council are now open and close on 7 November. This opportunity is being promoted widely and application forms are available from www.wellington.vic.gov.au/youth.

Special Programs – Andy Griffiths

On Thursday 17 September, 324 patrons attended the Entertainment Centre to see Andy Griffiths (author of the '13 Storey Treehouse' series). It was a partnership between the Wheeler Centre for Books, Writing and Ideas, EBBWEC and Library to promote the visit from a renowned children's author and stimulate an interest in storytelling using Lego and Tree-House theme with a competition to build a 'tree-house' in the library! The event was supported and promoted through Entertainment Centre sponsors "Collins Bookshop – Sale". Trevor and Liz from Collins had Andy's books for sale in the foyer, and after the talk Andy signed books for children. This was so popular it took an hour and a half to get through all the signing. The Library ran a competition where children had to "create" something inspired by Andy Griffiths' works. The finalists from each branch library received passes and were given an opportunity to meet Andy in person back-stage prior to his performance and share their stories. This competition increased membership for the library and utilisation of its resources.

Special Programs –Poetry Slam Heat at Yarram Library

Partnership with State Library Victoria to provide opportunity for our region to showcase local poets with the prospect of competing at State and National levels. Yarram Lions also supported with BBQ lunch for entrants and contributed to the community event. This event promoted literacy, the Yarram District Hub, it engaged the community and attracted visitors from outside our region to Yarram.

Mobile Library – Outreach Services

Council have considered proposals and endorsed partnerships with Briagolong Community House, Gormandale Community House and Learning Centre, Cowwarr Primary School, Golden Beach Community Centre and Loch Sport Community House. Agreements are to be formalised in October - November with implementation in early 2016.

Tech Savvy Seniors – Funding submission success

Shire Library has been successful in attracting funding to facilitate another ten sessions during 2015-16 to educate and build confidence in seniors to engage in the digital environment. The library Coordinator presentation to U3A group promoted the range of online resources and forthcoming 'Tech Savvy Seniors' sessions with prospect of sharing knowledge with peers and fostering partnership to expand on the Virtual Visitor pilot (2014) concept.

Gippsland Print Awards

Inaugural Gippsland Print Awards opened on Friday 25 August at the Gippsland Art Gallery with 256 entries received from all around Australia. The prize of \$5,000 was presented at the opening event by the Mayor.

Art Gallery history book

The Gallery will celebrate its 50 year anniversary on Friday 25 September. A major publication "Hindsight's: The Gippsland Art Gallery and its Collection" will be launched by local historian Peter Synan OAM.

Emergency Management

The Municipal Emergency Management Plan V2.2 passed audit and was adopted by the Municipal Emergency Management Planning Committee at its meeting on 27 August 2015 and endorsed by Council's Chief Executive Officer on 1 September 2015, in accordance with Section 20 Clause 1 of the *Emergency Management Act 1986*.

The Wellington Municipal Pandemic Plan has been formatted by the printers and is undergoing a final review.

Training workshops are being facilitated about communicating with vulnerable people in Relief Centres using message boards.

11,500 fire prevention letters have been sent to remind people to prepare their properties for the oncoming fire season and that the free green waste weekend will be held on the weekend prior to the Melbourne Cup to assist them with their preparations. The letters were sent to high, very high and extreme bushfire risk areas as well as anyone with a property in the wildfire management overlay. The media campaign has also begun for the fire season.

Fire Hydrant markers have been inspected throughout most of the Shire. Replacement of missing and defective markers has been prioritised and replacement work will initially focus on collector and link roads in Sale, Maffra and Stratford.

The Emergency Management (Fire) Coordinator presented a poster at the National Australasian Fire Agencies Council Conference in Adelaide this month.

Emergency Management is working with DELWP and contractors on clarifying conflicts between native vegetation legislation and bushfire protection legislation.

A combined Community Emergency Planning cluster group meeting was held in Yarram on 23 September to help inform cluster groups about emergency planning, there were representatives from all fire agencies in attendance. Interested Jack River fire effected residents have been sponsored to attend the Living with Bushfire Conference in Churchill on 9 & 10 October.

The Emergency Management team is nominating the Yarram Secondary School for a bushfire awareness award for their participation in the very successful Teenagers in Emergencies Program which increased bushfire awareness in the Yarram community.

Healthy Lifestyles

Sport and Recreation Victoria and Council have approved progression to the next stage of planning for GRSC Stage 2. This next stage includes detailed designs and detailed costings.

Healthy Lifestyles and Insynch Consultants recently completed community consultation for the Aquatic Strategy review. In total, 591 responses were received, with a summary of the findings presented to Council on 15 September 2015.

Wellington Shire community committees continue to be supported by Council with 17.4% of budgeted subsidies paid to date. Healthy Lifestyles support community committees across the shire through governance support and through following up expired licence agreements and funding agreement renewals.

Council's 2015/16 Community Assistance Grants are well underway for the year, with 61 applications received from across the shire. Of these, 46 have been recommended for funding totalling \$177, 619.25 and comprising 9 projects, 19 events and 18 facilities. The second round of these Community Assistance Grants will open on 15 January 2016.

Aqua Energy Crèche Performance Update

Figures for September 2015 (up to and including 25 September). Total attendance comparisons (by month)

2014	2015	2014	2015	2014	2015
July	July	Aug	Aug	Sept	Sept
390	359	378	306	439	310*

*Still three operating days to go in September. Forecasts indicate 51 bookings (before cancellations) over Sept 28-30, which would take the total monthly attendance to 361 for September 2015.

For Period September (up until 28 September)

Income / Expenditure	2015/16 Adopted Budget	2015/16 Adjusted Budget	YTD Actuals (incl on costs)	YTD Budgets	YTD Variance
Expenditure	60,659	60,659	14,417	16,676	2,259
Revenue	(37,000)	(37,000)	(7,009)	(9,246)	(2,237)
Grand Total	23,659	23,659	7,408	7,430	22

Key considerations

Anticipated Year-To-Date attendance at end of September will be approx. 1,026 (slightly down on 2014 stats), however Council is only running one-session in 2015 (9-11am), as opposed to two sessions in 2014 (9-10.30, 10.30-12.00).

The 2015 single-session is recouping in excess 85% of attendance from the 2014 multiple-sessions.

There is a positive correlation between expenditure (salaries) and income – this is due to staff ratios based on per attendance. This correlation is reflected in the YTD budget, with both income and expenditure being under-budget. However, the bottom line remains on-target.

AE management met with the Crèche User-Group committee in mid-September to discuss crèche performance. As a result of the meeting, a refined cancellation-policy was developed to limit missed opportunities from last-minute cancellations. The amended policy was implemented effective 21 September 2015.

It is expected that this change will result in increased attendance-per-session, as the primary reason associated with reduced-attendance this financial year has been attributed to the high-volume of last minute cancellations over the first-quarter.

Defence Project AIR 5428

Minister for Defence announced Team 21 as preferred tenderers for Defence Project AIR 5428 to be located at RAAF Base East Sale by 2019. Council staff continue to assist Team 21 to progress contract requirements.

Maffra Business and Tourism Association Launch

Council supported Maffra Business and Tourism Association's networking launch where they were able to share with current and prospective members their vision for the future.

Former Sale Police Station Site

At its meeting of 15 September, Council resolved to adopt Planning Scheme Amendment C94 to rezone the former Sale police station site from the Public Use Zone to the Residential Growth Zone. The relevant documents were forwarded to the Minister for Planning for approval on 18 September 2015. The rezoning will facilitate the sale of the land into private ownership.

Port Albert - Planning Scheme Amendment C95

At its meeting of 15 September, Council resolved to request the Minister for Planning to appoint an independent planning Panel to consider all submissions to Planning Scheme Amendment C95. Amendment C95 seeks to implement a number of the key recommendations of the '*Port Albert Rural Lifestyle Lot Review*' (December 2014) and '*Planning Control Review*' (June 2014) to provide for rural residential growth opportunities on the fringe of Port Albert. The Panel Hearing is expected to take place in November 2015.

SEPTEMBER PERFORMANCE REPORT

Major Initiatives	Completion Target	Progress Comment	Status
LEADERSHIP AND ENGAGEMENT			
Develop 2016-2020 Economic Development and Tourism Strategy and work with industry partners and broader industry engagement to provide basis for the review	31 December 2015	Liaised with Committee for Wellington and Wellington Regional Tourism as stakeholders. Request for Quotation sent to six Consultants with a strong background in Economic Development strategies. Closing date of 29 September 2015.	In Progress
Develop and Implement the Environmental Health Policies and Procedures Manual	30 June 2016	N/A	Not started
ORGANISATIONAL			
Develop a cost allocation model for Aqua Energy to enable identification of direct service delivery costs.	30 June 2016	Preliminary discussions between Healthy Lifestyles, Finance and Corporate Services staff have been held, with a view to progress a cost allocation model for Aqua Energy and develop greater understanding of direct service-delivery costs.	In Progress
Manage the implementation of new business systems to meet organisational business needs as per Business Applications Roadmap 2015-2017.	30 April 2016	2015/16; Pre planning has commenced with tender specifications to be drafted Jan/Feb 2016.	In Progress
NATURAL ENVIRONMENT			
Progress rehabilitation of Longford Landfill in accordance with EPA requirements	30 June 2016	Gas monitoring now completed, final report being prepared in line with EPA requirements.	In Progress
INFRASTRUCTURE			
Progress Council's direction in relation to the development of the West Sale Airport – Eastern (Recreational Aviation) Precinct	30 June 2016	Planning permit application lodged. A Statutory advertising required. Currently on program.	In Progress

Major Initiatives	Completion Target	Progress Comment	Status
Progress the development of a plan for the future of land surplus to Councils requirements.	31 March 2016	List of land sales and purchases prepared to be presented to next Built Environment group meeting. Council workshop on Coastal land planned for October.	In Progress
Progress the Princes Highway/Cobains Road roundabout construction in accordance with the Project plan.	30 June 2016	Designs and an MOU have been prepared and are currently under review. Following the Councillor workshop in August, a report will be presented to Council for consideration on 6 October 2015.	In Progress
Ensure completion of works for the Sale Livestock Exchange refurbishment and assist operator to establish a marketing plan in line with agreement.	30 June 2016	N/A	Ongoing
LAND USE PLANNING			
Finalise and implement the North Sale Outline Development Plan/Contribution Plan.	30 June 2016	The project is currently in the 'Design Response' stage and has previously been delayed due to the need to resolve future land needs with the Department of Education. This issue has now been resolved, but the appointed consultant has requested further information about required drainage infrastructure prior to advancing the design response. Further drainage work will be commissioned by Council.	In Progress
Undertake a stage 2 Heritage Study for significant places in the Shire.	30 June 2016	A project brief has been finalised and consultant quotations will be sought during September 2015.	In Progress
COMMUNITY WELLBEING			
Support the development of Yarram Early Learning Inc. to ensure that the service that is not dependent on a Council subsidy beyond May 2017.	30 June 2016	Committee meeting held on 25 September 2015. Budget for 2016 has been drafted. If the centre is full, it is expected that the centre will make a profit. Increase in attendances/enrolments for September. Average of 56 attending each day, up by 10 from last month. Department compliance visit completed 1 Sept with minor issues to be addressed. Centre received an unannounced visit on 10 September in response to a complaint by a parent of a child with Anaphylaxis. A number of breeches were identified at the visit that need to be resolved. A number of staff and children in the centre came down sick with Gastro in the first week of the September School holidays resulting in a visit from Council's Environmental Health	In Progress

Major Initiatives	Completion Target	Progress Comment	Status
		Officer and some recommendations to be addressed. Planning for staff and programs is now underway for 2016.	
Progress delivery of Sale Civic Precinct capital projects by achieving program milestones outlined in each project's project plan and representing stakeholder interests	30 June 2016	<p>Port of Sale Cultural Hub project:</p> <ul style="list-style-type: none"> - stakeholder engagement with tourism industry representatives and cultural hub service operators held during August to revisit building concept design regarding incorporation of Visitor Information Centre and social enterprise cafe in the hub following approval of federal funding to the project - updated concept design expected in September from the project architect <p>Port of Sale Precinct Redevelopment project:</p> <ul style="list-style-type: none"> - funding agreement from federal government executed, signed by both parties during August - community consultation for precinct concept design undertaken during August with all input reviewed by project steering group and provided to project architect to inform concept design for external precinct works - preliminary concept design for the precinct expected in September for further stakeholder engagement <p>Desailly St office acquisition & staff relocation project: Complete</p>	Ongoing
Complete Sale Memorial Hall Master Plan	31 Dec 2016	Master Plan community and councillor consultation has been completed. Consultant is finalising the draft report to be presented to council.	Ongoing
Gippsland Regional Plan will be endorsed and signed off by Council within the 2015 calendar year, and will be supported by business cases and advocacy strategies for those regional projects that particularly impact on Wellington Shire, including the Macalister Irrigation District (MID), Federation	30 June 2016	The Gippsland Regional Plan was endorsed by Council on 15 September 2015. Council has successfully led several delegations to both State Government and Federal Government in Canberra over those key regional projects mentioned, as well as others including 5428 Defence Air Contract.	Ongoing

Major Initiatives	Completion Target	Progress Comment	Status
training facilities and completion of the Princes Highway duplication between Traralgon and Sale			
Ensure implementation of Council led responsibilities for 2015-16 in the Healthy Wellington Action Plan.	30 June 2016	<p>Summary and Highlight specific to council lead projects:</p> <p>Physical Activity Priority: Reviewing Walking and Cycling Strategy: Strategy reviewed with internal business Units – Community Wellbeing; Healthy Lifestyle, Media and Comms, Built and Natural Environment, Planning, and Tourism.</p> <p>Action Plan is being developed to clearly show what projects will be completed by WSC, what projects will be reassigned to external agency or group, and what projects are no longer relevant. Action Plan will also highlight achievements, including projects and funding attracted as a result of the Strategy.</p> <p>Walk to School: CHWO in partnership with Youth Council, Municipal Services (School Crossing Supervisors), Media and PR, and Wellington Shire Primary Schools are working together to deliver Walk to School Program - which includes awareness raising and promotion; recording how many students active travel to and from school; schools organising and how many students participate in extracurricular fitness activities during school and additional community projects that promote active travel. Walk to School commences in October, and we already have 29 out of 31 schools across Wellington registered. This is a dramatic improvement compared with a total of 13 schools registered in 2014.</p>	In Progress

Major Initiatives	Completion Target	Progress Comment	Status
		<p>Social Connection and Inclusion Priority:</p> <p>Website under development – website is currently being rebuilt as there were software issues with original website; which made it difficult for Agencies to upload information in a simple process (was time consuming and involved duplicating tasks which was cumbersome). 17 agencies have registered interest in being promoted on the website. They include: Emergency Service: 4 Service Clubs: 4 Organisation: 4 Business: 1 Neighbourhood House: 4</p> <p>Planning for Social Inclusion Week has commenced – there is 8 confirmed partnering agencies collaborating with WSC on hosting events that promote social inclusion. WSC is working on 2 components of Social Inclusion Week - Promotion and Marketing, and WSC Community and Culture Division and RAV lead Mass Installation Art Project.</p> <p>Prevention of Violence Against Women and Children (PoVAWC) Priority: Tanya Kilgower funded Health Promotion position with Gippsland Women’s Health, which was linked to Paving the Way (PtW) Project, is due to end Dec 2015. Projects over the next couple of months may include Gender Audit of WSC, further delivery of MVP training for community and staff and looking at sustainability of project beyond Dec 2015.</p> <p>Planning has also commenced to run White Ribbon Events to internal staff and community. Collaboration with 3</p>	

Major Initiatives	Completion Target	Progress Comment	Status
		Wellington Networks: Wellington White Ribbon Day Network, PoVAWC Working Group and Paving the Way Steering Committee to host a number of events that raise awareness of Prevention of Violence, Gender Equality, and Celebrating Diversity.	

Initiatives	Completion Target	Progress Comment	Status
LEADERSHIP AND ENGAGEMENT			
Facilitate delivery of 2 key outcomes in the 2015-2018 Community Engagement Strategy Implementation Plan	30 June 2016	ProMapp process for Community Engagement across Council has been finalised. Successful workshop was held with CMT and Managers 10 Sept to update them on the new strategy and how the accompanying tools can best be used. Examples of projects across council have been selected for trialling the community engagement tools.	In Progress
Provide 6 workshops and forums (Community Planning, Skill Building etc.) to develop the capacity of community members to actively participate in Council deliberations and decision making processes.	30 June 2016	This has not commenced due to Meg Capurso filling the role of Acting Youth Liaison Coordinator	Not Started
Develop and implement a WSC People Strategy to ensure the corporate alignment of roles, responsibilities and accountability; that organisational learning needs are met; and that individual performance is measured and acknowledged effectively.	30 June 2016	N/A	Not Started
Commence review of Council website, including content management system, to identify improvements and opportunities within Council's new IT infrastructure.	30 June 2016	Project on a page in development, identification of all aspects for reviews.	In Progress
Develop a Communications Strategy (or Plan) to enhance the flow of information to and from the Wellington Shire community.	30 June 2016	Project planning in progress for the Communications Plan.	Ongoing

Initiatives	Completion Target	Progress Comment	Status
Advocate on the community's behalf to state and federal agencies on a range of issues relevant to Wellington Shire Council including the potential development of Federation Training's Port of Sale site and stage two of the MID project	30 June 2016	Council provided submission to State Government Food and Fibre Sector Discussion Paper on 20 August 2015. Council also provided Gippsland Local Government Network with an update on Southern Rural Water Stage 1B of MID2030. At Council meeting of 4 August 2015, Council resolved to facilitate a meeting with CEO and Board of Federation Training as a matter of urgency to discuss a range of issues, including their plans for the relocation of the Fulham Campus into Sale and their development of a range of courses to meet the needs of the young people of the Wellington Shire and their workforce. Council workshop with Chief Executive Officer Federation Training to advocate for stronger and expanded presence of TAFE in Sale CBD.	Ongoing
ORGANISATIONAL			
Identify and implement appropriate alternative service model for the Mobile Library	30 June 2016	Council have considered proposals during a briefing held 15 September and have endorsed partnerships with Gormandale Community House, Cowwarr Primary School, Briagolong Community House, Loch Sport Community House and Golden Beach Community Centre. Agreements to be formalised in October and November with implementation early 2016.	In Progress
Implement an improved corporate planning and reporting IT system to ensure strategic organisational alignment and that reporting capabilities are optimised.	30 June 2016	N/A	Ongoing
Implement accounts payable invoice scanning solution	30 June 2016	The implementation of the EzyScan software was delayed due to other organisational priorities, but a new schedule is currently being developed for later in the year.	Not Started
Implement Authority's credit card module	30 June 2016	Other alternatives to the Authority module are currently being explored and priced for consideration.	Not Started

Review Fleet Management Guidelines in consultation with GM Corporate Services and Manager People & Excellence	31 December 2015	Further data has been gathered to feed into the review of the Fleet Management Guidelines, which will commence during October 2015.	Not Started
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Initiatives	Completion Target	Progress Comment	Status
Identify and implement appropriate alternative uses for Aqua Energy Crèche facility	30 June 2016	<p>Planning underway to determine suitability and capacity for alternative uses of crèche area. Working to complement existing services and determine member and customer needs.</p> <p>Investigation is currently underway into the development of a kids' gym/educational program to be run out of the crèche area. A flyer seeking expressions of interest was distributed to crèche users in late September.</p> <p>Aqua Energy management with crèche users in early September to discuss process alterations around cancellations and 'no-shows'. The proposed changes have received unanimous support from the crèche user group committee, and have been in effect from Monday, September 21.</p>	Ongoing
Develop and Implement the Customer Service Strategy (organisation wide initiative)	30 June 2016	N/A	Ongoing
Implementation of the new Domestic Waste Water Management Plan	30 June 2016	N/A	Ongoing
INFRASTRUCTURE			
Develop a Cultural Facilities Strategy to inform capital, maintenance and operating support investment decisions covering facilities owned by Council, the community and State Government which operate under a committee of management arrangement	30 June 2016	Development of this strategy to commence following the presentation of the strategic management tool to the Built Environment Strategic Group (BESG). The BESG are to provide input into the direction of the strategy.	Not Started
Ensure Art Gallery and Library staff provide input at each stage of the Port of Sale Cultural Hub's development	30 June 2016	Arts & Culture Unit staff supported public consultation in Sale Mall relating to broader precinct development during month of September. Art Gallery and Library staff have contributed to further functional workgroup consultation on library and workroom layout and requirements.	Ongoing

Initiatives	Completion Target	Progress Comment	Status
Progress implementation of the Port of Sale Cultural Hub project in accordance with the project plan.	30 June 2016	The architectural consultants are progressing the design of the POSCH, however due to the increased scope the project timelines have slipped, with the design expected to be presented to Council for adoption in December 2015. Works are progressing on the internal demolition of the POSCH site.	In Progress
Progress Stage 1 of the Brewers Hill Road reconstruction in accordance with the project plan.	30 June 2016	A contract has been prepared and will be presented to Council for consideration on 6 October 2015.	In Progress
Progress the Gordon Street Recreation Reserve Pavilion upgrade in accordance with the project plan.	30 June 2016	A construction contract has been prepared and will be presented to Council for consideration on 6 October 2015.	In Progress
Initiate a minimum of two projects identified within the Residential Road and Street Construction Plan to the stage of public meetings and formal survey	30 June 2016	N/A	Not Started
Review options for future of Yarram Aerodrome and present to Council	31 December 2015	N/A	Not Started
Manage decommission of 70 FOSTER ST ICT/AV Assets and Relocation of Art Gallery and Council Chambers to Port of Sale Business Centre	31 August 2015	2015/16; Decommission of 70 Foster Street ICT/AV Assets completed as per plan. Disposal of expired equipment is also completed. 2015/16; Relocation of Art Gallery and Temp Council Chambers to Port of Sale Business Centre completed as per plan.	In Progress
Plan and manage ICT requirements for new Point of Sale Cultural Hub (PoSCH) Project.	30 June 2016	2015/16; Pre planning/ICT Budget preparation and discussions commenced with key vendors. Internal planning and functional meetings commenced.	In Progress

Initiatives	Completion Target	Progress Comment	Status
Complete Aquatic Strategy for Wellington Shire	30 June 2016	<p>The Aquatic Strategy consultation period ran between August 10 and September 4th, with online surveys on Council website, hard-copies available at Council service centres and libraries, and street stalls planned for all towns with an aquatic facility (Sale, Maffra, Stratford, Heyfield, Rosedale, Yarram) across late August/early September. In total, we received 591 responses.</p> <p>Following the consultation period, the quantitative data was presented at a Council workshop on September 15. The next steps of the project involve;</p> <ul style="list-style-type: none"> - analysis around the qualitative data, - review of the technical audit to assess condition assessment, and - development of concept designs for proposed AE development to make the existing members' entrance more user friendly and accessible. 	Ongoing
Progress the development of integrated Masterplans at strategic reserves across Wellington Shire to ensure a planned approach to future investment in the development of community facilities	30 June 2016	In collaboration with Built Environment a Forward Capital Program has been developed identifying timeframes, costs and funding opportunities to deliver capital replacement and renewal projects that have been identified through the Master Plan process.	Ongoing
LAND USE PLANNING			
Assess privately lodged development plan for Greyhound Racing Victoria relocation	30 June 2016	Not yet lodged by proponent.	Not Started
Assess privately lodged Outline Development Plan request for Wurruk (Western Growth Area)	30 June 2016	Project is currently in the 'Design Response' stage and still working towards a final Development Plan. Completion of the project is dependent upon proponents providing the required supporting information. Councillors were briefed at a Workshop on 18 August 2015 and a meeting with the proponents was held on 27 August 2015 to outline outstanding information requirements.	Ongoing

Initiatives	Completion Target	Progress Comment	Status
Finalise a planning scheme amendment to implement the Port Albert Rural Lifestyle Lot Review and Review of Planning Controls	30 June 2016	Formal period of public exhibition for the amendment closed on 27 July 2015. Council Workshop held on 18 August 2015 to discuss submissions received. At its meeting of 15 September 2015 Council resolved to request that the Minister for Planning appoint a planning Panel to consider all submissions made. A Directions Hearing is tentatively scheduled for 21 October 2015 in Yarram.	In Progress
Finalise a planning scheme amendment to rezone the Sale police station precinct	30 June 2016	Planning Scheme Amendment C94 concluded public exhibition on 10 August 2015. Following the withdrawal of the only objecting submission, at its meeting of 15 September 2015, Council resolved to adopt Amendment C94 and send to the Minister for Planning for approval. Adopted documents were forwarded to the Minister for Planning on 18 September 2015.	Completed
Finalise and implement the Longford Outline Development Plan/Contribution Plan	30 June 2016	Community submissions on the final draft Longford development plan are being sought from 10 August to 7 September 2015	Completed
ECONOMY			
Manage Agricultural Industry Representative forum and annual roundtable to provide an opportunity for the agricultural community to have input into the Council decision making processes regarding agriculture and provide input into four yearly review of Agriculture Position Paper	30 June 2016	Initial meeting held with invited members of Agricultural Industry Representative Group July 2015. First formal meeting held with group 27 August. Agenda focus was on preparation for 2015 Roundtable to be held in October at Maffra. Group considered the Marked Up version of the 2014 Agricultural Position Paper that reflected actions taken by Council over last 12 months, in respect of issues raised and opportunities to be considered.	Ongoing
Manage Wellington Shire Events Attraction Framework, with associated funding streams and processes.	30 June 2016	Photography of events held at GRSC and Equestrian Pavilion at Showgrounds reflects before and after images of both sites to demonstrate their potential for events attraction marketing.	Ongoing

Initiatives	Completion Target	Progress Comment	Status
COMMUNITY WELLBEING			
Ensure the integrity of the Gippsland Art Gallery program is maintained while occupying the temporary site during the redevelopment project, particularly the John Leslie Art Prize and the Strategic Partnership Program.	30 June 2016	The Gippsland Art Gallery hosted the inaugural Gippsland Print Awards with a major prize of \$5,000. The prize was awarded on Friday 25 September by the Mayor of Wellington Shire, Cr Carolyn Crossley. 256 entries from all over Australia were received for the awards.	Ongoing
Oversee the delivery of Council responsibilities identified in the Municipal Fire Management Plan.	30 June 2016	CFA risk intelligence unit completed a review of the Victorian Fire Risk Register. This will be included in the next version of the MFMP. Fire Hydrants and the related infrastructure are now included in councils asset management system (Conquest). Sale, Maffra, Stratford and Boisdale have now been inspected and lists of defects have been generated.	Ongoing
Review the Municipal Early Years Plan 2012-15 and develop a revised document to guide municipal early years planning in Wellington Shire beyond 2015.	31 December 2015	Information has been compiled relevant to the current Wellington Municipal Early Years Plan outlying which of the Goals/Strategies have been completed, which are still being worked on and which have not started. Included in the review is demographic and other data on how Wellington Shire compares with the rest of Victoria. This information was used during a workshop with Service providers on 9 September to consider priority areas for the next plan. The workshop was a mix of early years professionals met to discuss potential focus for the next Municipal Early Years Plan, the decision was made to have a 5 year plan with a review half way. Initial thoughts about priority areas include: Better linkages between Maternal and Child Health and Kindergartens, Baby friendly health initiative – Central Gippsland Hospital, Vulnerable communities, Better connections and referral opportunities between supported playgroup and three year old kinder, Strong partnerships to support the continuation and storage of Toy Library and Inclusion Support Library . I will be developing a list of questions to gather responses	In Progress

Initiatives	Completion Target	Progress Comment	Status
		from children, families and service providers for further input into priorities for the new plan.	

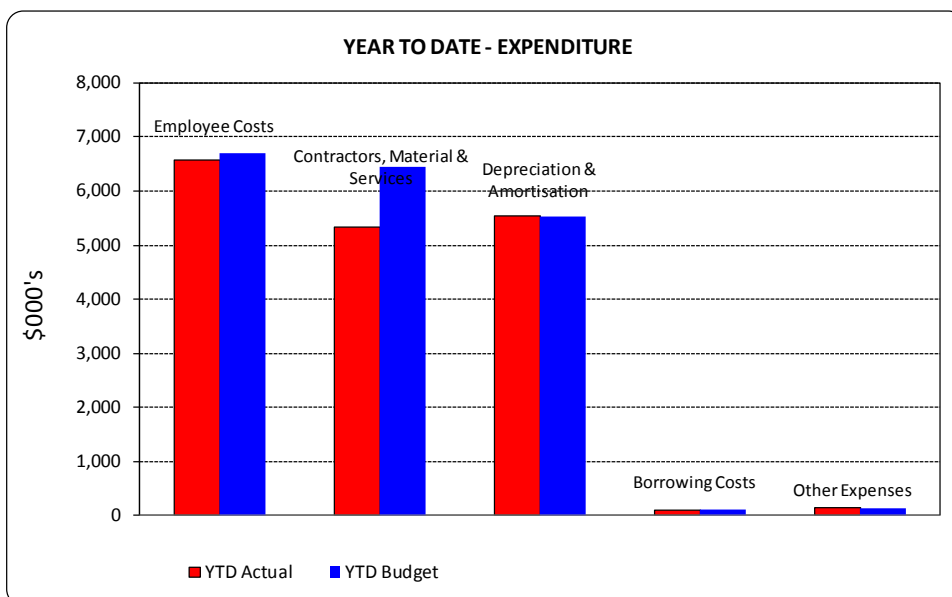
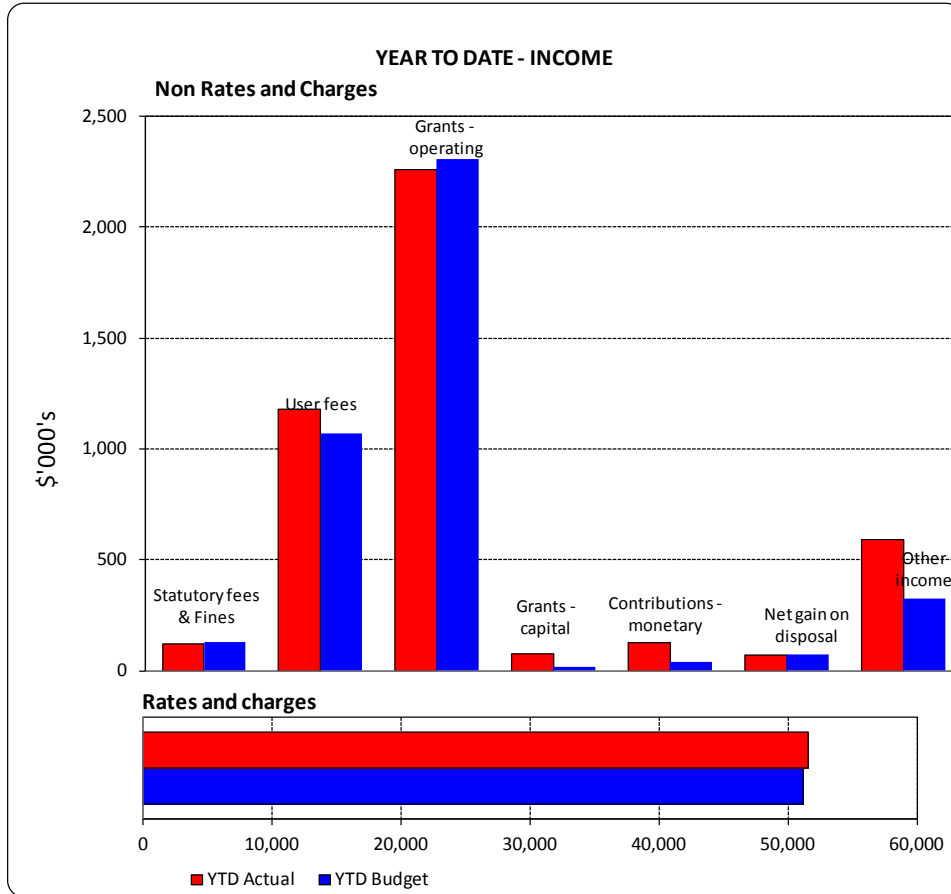
Initiatives	Completion Target	Progress Comment	Status
Involve other Council Business Units in updating the Access and Inclusion Strategy 2012-2015 and developing a list of actions to implement over the next three years.	30 June 2015	Wellington Access and Inclusion Advisory Group (WAIAG) direction for the plan has been finalised as well as the survey to collect information from the community on the priority areas for the new plan. A meeting will be arranged with Council staff in October to discuss progress forward. Will be putting together an engagement plan for the development of the revised Strategy.	In Progress
Complete Marketing and Promotions Plan for Healthy Lifestyles Facilities	30 June 2015	Nearing completion, consultation has occurred with WSC staff and other stakeholders. Awaiting consultants draft report, expect mid-August 2015	Ongoing
Support the development and implementation of the annual Youth Council action plan and work in partnership with community planning groups on shared priorities.	30 June 2015	YC nominations have opened September 14 and run through until Friday October 30. Youth Council supporting Youth Mental Health sessions 5 October with guest speaker Bryan Jeffreys – including session for parents of teenagers at EBBWEC.	In Progress

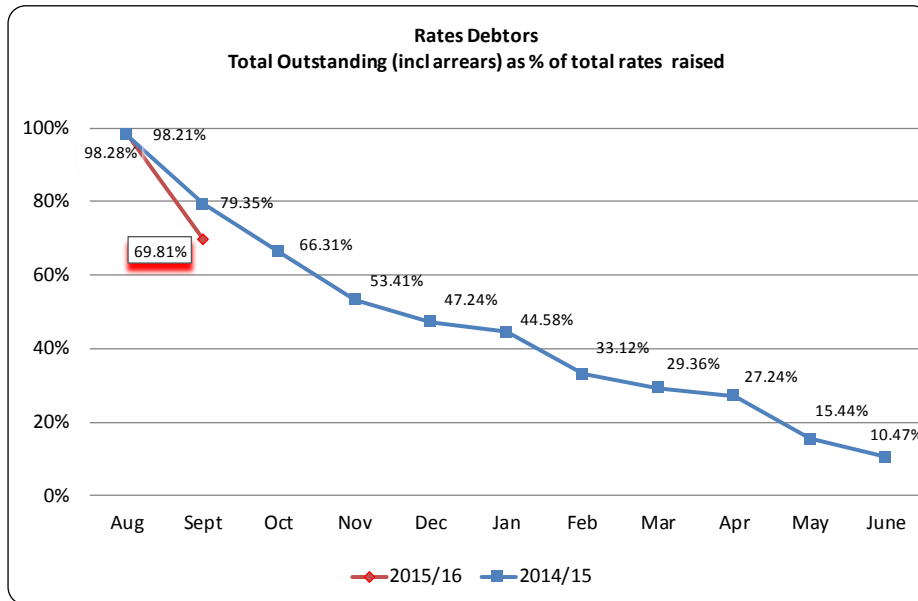


SEPTEMBER 2015 PERFORMANCE REPORT

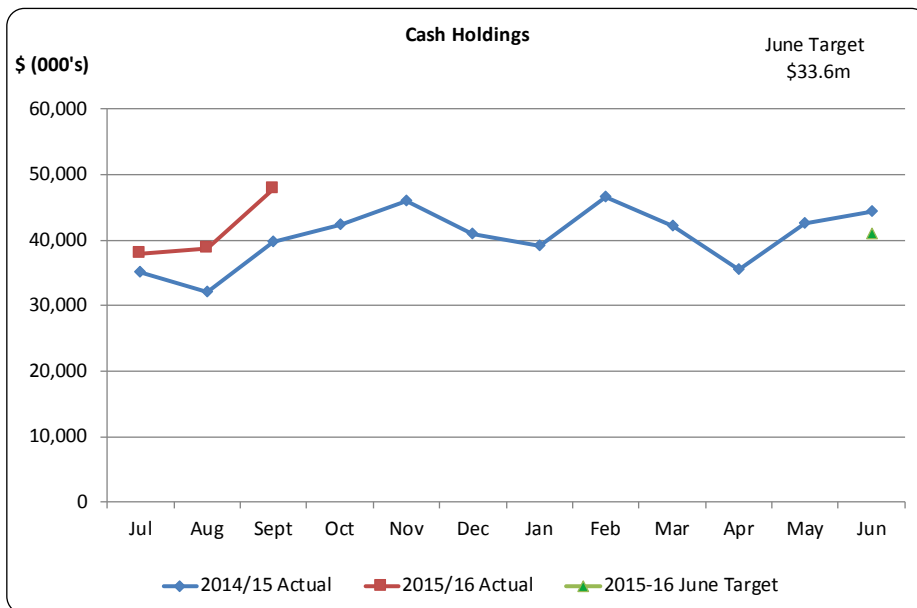
SEPTEMBER 2015 FINANCIAL HIGHLIGHTS

The financial highlight report as at 30 September 2015 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 2015. The percentage of outstanding rates is lower by 9.54% compared to the same time last year mainly due to the receipt of full rates payment for some major rate payers by 30 September 2015 (2014/15 either received early October 2014 or by quarterly instalments). There has also been greater emphasis on debt collection in the first quarter.



Council cash holdings at the end of September 2015 of \$47.7 million are above the September 2014 balance of \$39.7 million. The higher than expected current cash holdings includes restricted funds of \$7.6 million to cash back reserves, \$8.3 million to cover provisions, approximately \$9.2 million associated with the 2014/15 operating and capital carry forwards and \$4.6 million for 2015/16 Victoria Grants Commission advance.

INCOME STATEMENT

For the period ending 30 September 2015

	YEAR TO DATE 2015-16			FULL YEAR 2015-16		
	Actual \$000's	Adopted Budget \$000's	Variance \$000's	Adopted Budget \$000's	Adjusted Budget \$000's	Budget adjustment \$000's
Income						
Rates and charges	51,534	51,222	312	51,373	51,373	-
Statutory fees & fines	119	130	(11)	525	525	-
User fees	1,179	1,071	108	5,813	5,833	20
Grants - operating	2,257	2,305	(48)	13,647	7,701	(5,946)
Grants - capital	78	16	62	5,710	5,941	231
Contributions - monetary	125	41	84	486	486	-
Contributions - non monetary	20	-	20	-	-	-
Net gain on disposal of property, infrastructure, plant and equipment	74	74	-	236	346	110
Other income	591	327	264	2,492	2,522	30
Total Income	55,977	55,186	791	80,282	74,727	(5,555)
Expenditure						
Employee costs	6,573	6,706	133	24,327	24,320	7
Contractors, materials and services	5,331	6,459	1,128	30,613	31,112	(499)
Bad and doubtful debts	-	-	-	111	111	-
Depreciation and amortisation	5,534	5,537	3	22,155	22,155	-
Borrowing costs	107	107	-	731	731	-
Other expenses	130	130	-	461	421	40
Total Expenditure	17,675	18,939	1,264	78,398	78,850	(452)
Surplus/(Deficit) for the period	38,302	36,247	2,055	1,884	(4,123)	(6,007)

Note: The adjusted budget figures reflect any known changes that have arisen since the adoption of the original budget, including such things as new and unsuccessful grants, additional revenue such as rates, and operating expenditure carried forward from 2014/15. Including these changes in an adjusted budget figure enables Council to more accurately monitor financial performance during the year and predict the end of year position. Council must, however, report publicly against the original adopted budget on a quarterly basis.

SUMMARY

The operating result for the first quarter of the financial year reflects a surplus of \$38.3 million against an adopted budget surplus of \$36.2 million. Overall, Council expects that the final result for 2015/16 will be worse than originally budgeted (by \$6.0 million). The majority of the change results from the removal of \$6.0 million Victoria Grants Commission 2015/16 allocation which was received on 30 June 2015.

INCOME

Rates - Additional general and garbage rates have been raised due to the finalisation of supplementary valuations after the completion of the 2015/16 budget.

User Fees - The new domestic animal business licence came into effect on 1 July 2015 with breeders required to pay their annual instalments in July 2015 resulting in additional income. Commercial tipping fees for the first quarter have been higher than expected as the collection of landfill gate fees is unpredictable. This is partly offset by reduction in leisure centre fees for Aqua Energy attendance.

Grants - operating - The receipt of annual funding for the Art Gallery (\$95k) and Entertainment Centre (\$90k) have been delayed. This is partially offset by the unbudgeted funding received for the Emergency management programs (\$149k).

The adjusted budget reflects the reduction in grant income for the early receipt of 2015/16 Victoria Grants Commission funds, partly offset by additional emergency management funding.

Grants - capital - A minor Roads to Recovery grant claim (\$66k) has been received.

The budget has been increased to reflect 2014/15 carry forwards for New Shared Paths (\$100k), Boating Infrastructure Action Plan works (\$84k) and Yarram Recreation Reserve Clubroom upgrades (\$65k) but partly offset by the Water Bore & Irrigation work at Cameron Sporting Complex as the grant was received in 2014/15.

Contributions - Public open space contributions received for the period have exceeded the budget. These funds are transferred to reserve for development of new open space projects. Unbudgeted asset contributions of \$20k associated with the Ninety Mile beach land were recognised in the first quarter.

Other income - Interest income (\$133k) generated for the period is greater than predicted due to a higher than expected cash balance resulting from grant funding being received in advance. Lease income received for West Sale Airport was greater than originally budgeted. Unbudgeted income of \$120k was received for Art Gallery art acquisitions.

EXPENDITURE

Employee Costs - Year to date employee costs are under budget due to the reversal of the 2014/15 wage accrual, various vacancies and the timing of annual and long service leave. This is partially offset by the use of agency and casual staff where required and an increase in the annual workcover premium (\$36k).

Contractors, Materials and Services - The commencement of Longford landfill rehabilitation project (\$400k) has been delayed and is likely to be held over until next year pending further EPA signoff. The commencement of concrete path maintenance has been slightly delayed with the contract for the 2015/16 works signed late September 2015. Resources have been reprioritised to focus on gravel roads and vegetation, delaying work on rural sealed roads. Wellington Coastal Subdivision Strategy unknown title searches were completed earlier than expected and under budget. There has been additional gas and water monitoring requirements at Kilmany and Longford Landfills and repairs and security upgrades at Rosedale and Kilmany Landfills.

Budget adjustments have also been made for additional 2014/15 carry forwards (\$313k) funded from cash unspent at 30 June 2015 and the impact of additional grant funding for Emergency Management programs (\$149K) and its corresponding expenditure.

BALANCE SHEET
As at 30 September 2015

Actual		Actual	Adjusted Budget	Adopted Budget
September 14		September 15	June 16	June 16
\$000's		\$000's	\$000's	\$000's
<u>Current Assets</u>				
39,758	Cash and Cash Equivalents	47,739	33,592	31,374
43,658	Trade and Other Receivables	41,214	5,097	5,113
29	Other Assets	1,978	818	261
83,445	Total Current Assets	90,931	39,507	36,748
<u>Non Current Assets</u>				
1,246	Trade and Other Receivables	1,512	1,285	1,285
874,094	Property, Infrastructure, Plant & Equipment	884,156	896,178	888,029
431	Intangible Assets	816	1,081	1,081
875,771	Total Non Current Assets	886,484	898,544	890,395
959,216	Total Assets	977,415	938,051	927,143
<u>Current Liabilities</u>				
2,261	Trade and Other Payables	1,923	5,656	5,663
2,149	Interest Bearing Borrowings	2,691	1,871	1,871
5,560	Employee Benefits	5,872	6,204	6,090
1,939	Trust Deposits	2,620	769	720
540	Provisions	558	-	-
12,449	Total Current Liabilities	13,664	14,500	14,344
<u>Non Current Liabilities</u>				
13,128	Interest Bearing Borrowings	9,702	11,325	11,325
302	Employee Benefits	253	297	297
1,487	Provisions	1,603	2,161	916
14,917	Total Non Current Liabilities	11,558	13,783	12,538
27,366	Total Liabilities	25,222	28,283	26,882
931,850	Net Assets	952,193	909,768	900,261
<u>Represented by Ratepayer Equity</u>				
323,260	Accumulated Surplus	338,609	299,212	295,279
600,729	Reserves	605,964	605,964	600,729
7,861	Other Reserves	7,620	4,592	4,253
931,850	Total Equity	952,193	909,768	900,261

CAPITAL EXPENDITURE PROGRAM EXPENDITURE

For the period ending 30 September 2015

	YEAR TO DATE 2015-16			FULL YEAR 2015-16		
	Actual	Adopted Budget	Variance	Adopted Budget	Adjusted Budget	Budget adjustment
	\$000's	\$000's	\$000's	\$000's	\$000's	\$000's
Bridges	1	25	24	2,471	2,474	3
Drainage	2	-	(2)	305	305	-
Footpaths & Cycleways	42	217	175	1,154	866	(288)
Plant, Machinery & Equipment	863	502	(361)	2,525	2,958	434
Roads	436	363	(73)	9,415	10,040	625
Buildings	930	1,694	764	9,183	9,644	461
Parks & Environmental Services	92	300	208	3,550	3,586	36
Waste Management	7	-	(7)	690	739	49
Landfill Improvements	-	-	-	60	60	-
Furniture and Fittings	79	57	(22)	183	210	27
Information Technology	19	40	21	123	224	101
Library Books	64	66	2	229	229	-
Intangibles	7	91	84	766	774	8
Grand Total	2,542	3,355	813	30,654	32,109	1,455

As at 30 September 2015, the adjusted capital expenditure budget is \$32.1 million with 125 projects planned for the year. This is up from the adopted budget of \$30.7 million due to the additional carry forwards for projects originally budgeted as part of the 2014/15 capital works program but which will now be completed in 2015/16.

Of the 125 projects planned for this year, 17% are already complete, 29% have commenced, 10% are in the contract stage, 1% is classified as a multiyear project and 42% are in preplanning. The remaining 1% is the Yarram Aerodrome - Runway & Apron project which is on hold awaiting finalisation of the aerodrome review.

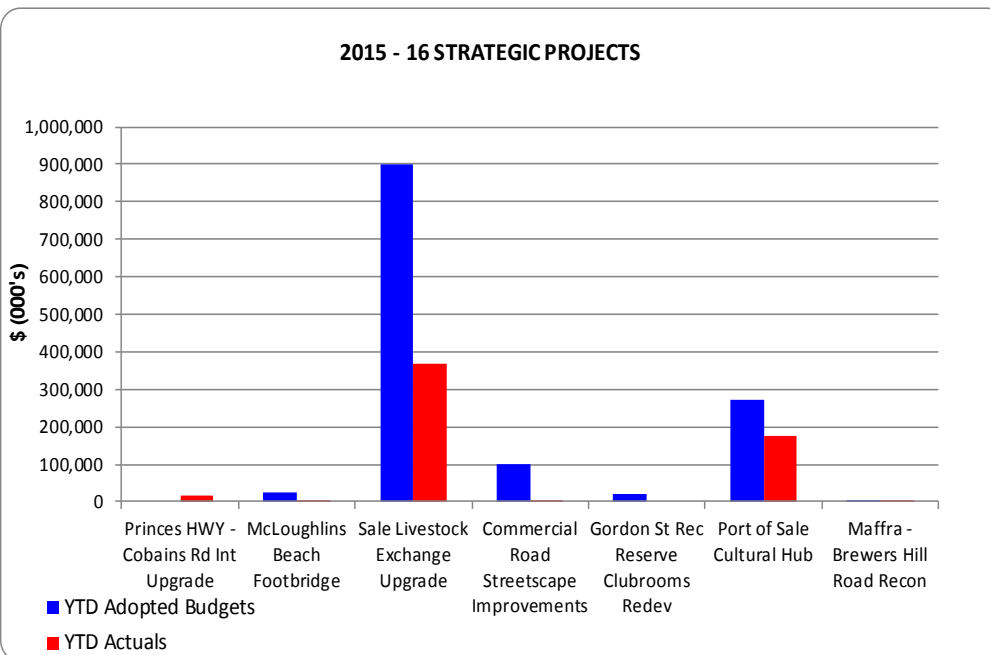
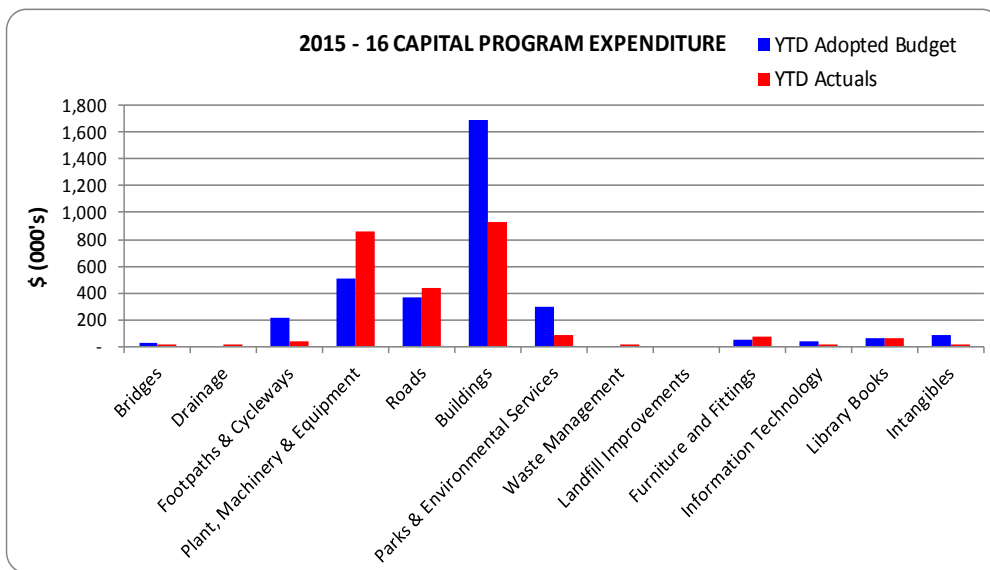
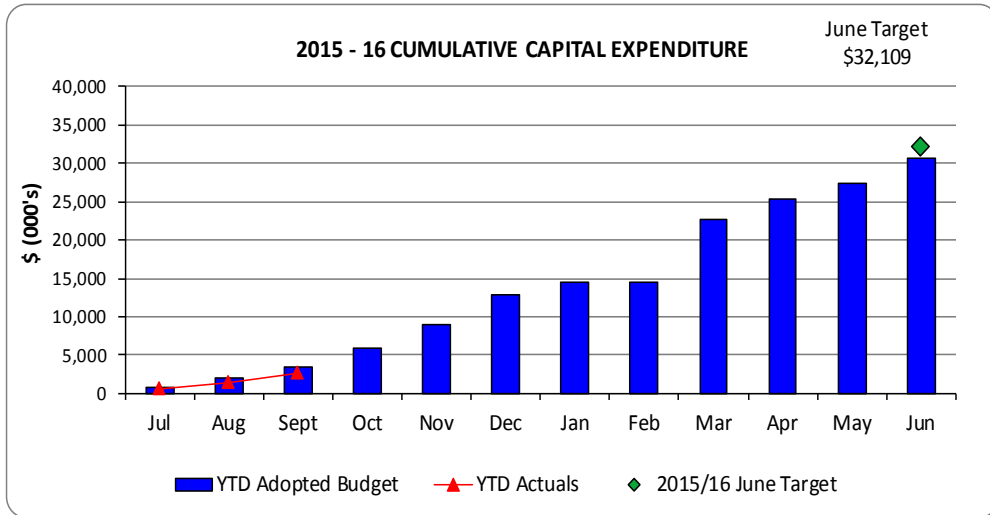
Projects new to the capital works program in 2015/16 which are already complete, include the Yarram - Albert River Road Reconstruction project, the annual art acquisition program, photographic equipment purchase and EBBWEC printer and cyclorama lights. Other projects completed by 30 September 2015 were originally budgeted in the 2014/15 capital works program with final works completed in July-September 2015.

Projects which commenced work in September 2015 include the Playground Renewal Program, comprising of projects in Loch Sport, Stratford and Yarram. The Gravel Path Renewal Program has already completed work at Brennan Park with Lions Park and the Swing Bridge Drive to be completed in October 2015. Work is progressing on the Victorian Timber Workers Memorial with tree planting and path works to occur October 2015, sculpture installation November 2015, and the official opening is scheduled for December 2015.

Building works are currently underspent due to a couple of large strategic projects being delayed. Demolition works for the Port of Sale Cultural hub are now 90% complete and the architects are currently finalising the design of the hub and precinct. Significant building funds are unlikely to be expended this year due to scope changes following the additional funding announcement. October 2015 will see the shed fitout on the Sale Livestock Exchange reach completion and the civil works pre-planning and package advertised; this is slightly later than originally anticipated. Lawler Street roads works as part of the Yarram District Hub are also expected to be completed in October 2015. Works are continuing on the Rosedale Flynn's Creek Road Widening project which is being prepared for seal, it is expected to be completed in October 2015. The 2014/15 Intersection Upgrades are nearing completion and the 2015/16 program has been advertised.

The annual road reseal program (\$3.8 million) was awarded in September 2015 with work to commence in October 2015. This program is on track to be primarily completed by April 2016.

The fleet renewal program is on track having purchased 10 vehicles of the 44 planned for the year. This includes 6 which were included as part of the 2014/15 capital works program and are now covered by the 2015/16 adjusted budget. The plant program has ordered 2 of the 12 items budgeted for the 2015/16 year.





C2 - REPORT

GENERAL MANAGER CORPORATE SERVICES

ITEM C2.1**ASSEMBLY OF COUNCILLORS**

DIVISION:

CORPORATE SERVICES

ACTION OFFICER:

GENERAL MANAGER CORPORATE SERVICES

DATE:

20 OCTOBER 2015

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 29 September 2015 to 13 October 2015.

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

That Council note and receive the attached Assembly of Councillors records received during the period 29 September 2015 to 13 October 2015.

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 29 September 2015 to 13 October 2015.

Assembly of Councillors summary of reports received during the period 29 September 2015 to 13 October 2015		
Date	Matters considered	Councillors and officers in attendance
6 October 2015	Councillors' Diary Meeting	Cr Crossley, Rossetti, Davine, McCubbin, Mclvor, Wenger & Hole David Morcom, Chief Executive Officer Gail Hogben, Executive Assistant CEO Renee McLaren, Acting Mayoral & Councillor Support Officer Karen McLennan, Coordinator Social Planning & Policy

Assembly of Councillors summary of reports received during the period 29 September 2015 to 13 October 2015

Date	Matters considered	Councillors and officers in attendance
6 October 2015	Pre Council Agenda Framework for dealing with Council owned structure lots Community Assistance Grants – Projects and Events GRSC Stage 2 Synthetic Field Port of Sale Precinct Update	Cr Crossley, Rossetti, Davine, Duncan (Item 3 and 4), McCubbin, Mclvor, Wenger & Hole David Morcom, Chief Executive Officer Arthur Skipitaris, General Manager Corporate Services Glenys Butler, General Manager Community & Culture John Websdale, General Manager Development John Tatterson, Acting General Manager Built and Natural Environment Trish Dean, Governance Officer (Item 0) Denis Murphy, Commercial Property Officer (Item 1) Kim Phillips, Major Land Use Planning Projects Coordinator (Item 1) Dean Hardisty, Community Facilities Planning & Grants Officer (Item 2) Daniel Miller, Acting Manager Healthy Lifestyles (Item 2) Mark Benfield, Acting Coordinator Community Facilities Planning (Item 3) Lisa Lyndon, Project Support Officer (Item 4)
13 October 2015	SLUPP Agenda	Cr McCubbin, Cr Mclvor, Cr Wenger John Websdale, General Manager Development Dean Morahan, Manager Assets & Projects Sharyn Bolitho, Manager Economic Development Barry Hearsey, Coordinator Strategic Planning Ben Proctor, Strategic Planner Sabine Provily, Strategic Planner

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 at a future Council meeting.

PROPOSAL

That Council note and receive the attached assembly of Councillors records received during the period 29 September 2015 to 13 October 2015.

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.

ASSEMBLY OF COUNCILLORS

1. DATE OF MEETING:

6 October 2015

2. ATTENDEES:

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		✓
A Skipitaris, GMCS		✓			

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

Name	Item No.	Name	Item No.
Gail Hogben	1		
Renee McLaren	1		
Karen McLennan	1		

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

1. Councillors' Diary Meeting

4. Conflict of Interest disclosures made by Councillors:

ASSEMBLY OF COUNCILLORS

1. DATE OF MEETING:

06 October 2015

2. ATTENDEES:

Councillors:

Name	In attendance (tick)		Name	In attendance (tick)	
	Yes	No		Yes	No
Cr Crossley	✓		Cr McCubbin	✓	
Cr Rossetti	✓		Cr Mclvor	✓	
Cr Cleary (apology)		✓	Cr Wenger	✓	
Cr Davine	✓		Cr Hole	✓	
Cr Duncan (items 3 and 4 only)	✓				

Officers in Attendance:

Name	In attendance (tick)		Name	In attendance (tick)	
	Yes	No		Yes	No
D Morcom, CEO	✓		G Butler, GMCC	✓	
A Skipitaris, GMCS	✓		J Websdale, GMD	✓	
J Tatterson, Acting GMBNE	✓				

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

Name	Item No.
Trish Dean	0
Denis Murphy, Kim Phillips, John Tatterson	1
Dean Hardisty, Daniel Miller	2
Mark Benfield	3
Lisa Lyndon	4

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

0. Pre-Council Agenda
1. Framework for dealing with Council owned structure lots
2. Community Assistance Grants – Project and Events
3. GRSC Stage 2 Synthetic Field
4. Port of Sale Precinct Update

4. Conflict of Interest disclosures made by Councillors:

Cr Davine declared an Indirect Conflict of Interest due to Close Association, for Council Agenda Item G 1.1

Cr Mclvor declared an Indirect Conflict of Interest due to Conflict of Duty for Council Agenda Item C1.1.

ASSEMBLY OF COUNCILLORS

1. DATE OF MEETING:

13 October 2015

2. ATTENDEES

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		
L Collins, GMG			J Websdale, GMD	✓	
C Hastie, GMB&NE		✓			

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

Name	Item No.	Name	Item No.
Ben Proctor	✓	John Inglis	
Sharyn Bolitho	✓	Dean Morahan	✓
Barry Hearsey	✓	Sabine Provily	✓

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

1. SLUPP Agenda - 13 October 2015

4. Conflict of Interest disclosures made by Councillors:

NIL

ITEM C2.2**CONSIDERATION OF THE ANNUAL REPORT 2014/15**

DIVISION: CORPORATE SERVICES

ACTION OFFICER: GENERAL MANAGER CORPORATE SERVICES

DATE: 20 OCTOBER 2015

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

OBJECTIVE

To consider and receive the Annual Report 2014/15 for Wellington Shire Council, as attached.

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

That Council consider and receive the Annual Report 2014/15, for Wellington Shire Council, in accordance with the requirements of the Local Government Act 1989.

BACKGROUND

Each financial year Council prepares an annual report which is designed to inform the community about our performance for the previous year, particularly against the strategic objectives set out in the Council Plan and our financial performance, together with a range of other information as required by legislation.

OPTIONS

Council is required to consider the Annual Report 2014/15 at a Council meeting within one month of submitting the report to the Minister for Local Government.

PROPOSAL

It is proposed that Council consider, discuss and receive the Annual Report 2014/15 in accordance with the requirement of the *Local Government Act 1989*.

CONFLICT OF INTEREST

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

LEGISLATIVE IMPACT

Council has a responsibility to consider and discuss the Annual Report 2014/15 in accordance with Section 134 of the *Local Government Act 1989*. Council's Annual Report 2014/15 has been prepared in accordance with the *Local Government Act 1989* and the *Local Government (Planning and Reporting) Regulations 2014*.

COUNCIL PLAN IMPACT

The Council Plan 2013 -17 *Theme 2 – Organisation* 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”.

CONSULTATION IMPACT

Copies of the Annual Report 2014/15 are available to the public at the Sale and Yarram Service Centres, Council libraries and on Council's website.



WELLINGTON SHIRE COUNCIL

Annual Report

For the year ended 30 June 2015



Part 1: Report of Operations

Part 2: Performance Statement

Part 3: Financial Statements



WELLINGTON SHIRE COUNCIL

Report of Operations

For the year ended 30 June 2015

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1.0 Introduction

1.1 Welcome to the Wellington Shire Council Report of Operations 2014/15

Wellington Shire Council is committed to transparent reporting and accountability and the Report of Operations 2014/15 is the primary means of reporting back to the Wellington Shire community about Council's operations and performance during the previous financial year.

1.2 Snapshot of Council



1.3 Purpose

Vision

People want to live in Wellington Shire because of its liveability, environment and vibrant economy.

Values

Cooperation: Working together, teamwork, collaboration and being solution-oriented.

Integrity: Acting with respect, honesty, reliability, trust, tolerance and understanding.

Balance: Demonstrating fairness, equity and flexibility. Consider work-life balance, and balancing community needs against resources.

Professionalism: Personal development and meaningful work, being competent, innovative and courageous, focus on excellence and continuous improvement.

1.4 Fast Facts

- Received \$547,000 in State Government funding through successful Council grant applications.
- Yarram Library attracted over 6,000 visits per month since opening within the new Hub.
- 19,743 tickets were sold for events staged at the Esso BHP Billiton Wellington Entertainment Centre.
- 192,008 visits to Wellington Shire Pools, a 44% increase from the previous year.
- 14,902 people attended the Gippsland Art Gallery.
- 1,511 animal management requests (cats and dogs).
- 758 animals collected (cats and dogs).
- 227 Council resolutions.
- 382,228 library visits.
- 293,728 library collection loans.
- 24,500 square metres of sealed local roads reconstructed.
- 756,739 square metres of local roads resealed.
- 537 planning application decisions completed.
- 512 kerbside garbage and recycling bin collection requests received (missed or new bin requests).
- 1,467,935 scheduled kerbside garbage and recycling collection bin lifts.
- 10,958 tonnes of garbage, recyclables and green organics collected from kerbside bins.
- Wellington Shire was one of only two regional Councils in Australia to achieve 'e-Smart Library' accreditation.
- 43,138 customer service calls received.
- 4,512 Customer Action Requests received.
- 21,872 face-to-face customer enquiries received.

1.5 Highlights of the Year

1.5.1 Leadership and Engagement

Strategic Objective - Our community is informed about Council business and is involved in Council decision making. Council advocates on behalf of the community

- Council continued to advocate to the State Government on behalf of the community to ensure that the moratorium on Onshore Natural Gas remains in place until concerns with the safety and integrity of Gippsland's aquifers can be resolved and that a detailed socioeconomic impact assessment is undertaken demonstrating a net community benefit.
- Wellington Shire Council's Facebook page was launched, attracting over 1,500 likes within its first year. Council's quarterly newsletter, delivered to each residence, the Wellington Matters, was redesigned following a comprehensive review into layout, frequency and distribution methods, to ensure that the publication continues to meet the requirements of the community.
- Around 40 delegates from south east Victoria and New South Wales met in Wellington for the 2015 South Eastern Australian Transport Strategy Inc (SEATS) conference and Annual General Meeting. Alongside local government, SEATS members include regional development organisations, government agencies, regional industry and academics who, together, aim to stimulate and facilitate transport infrastructure in eastern Victoria, the ACT and south eastern New South Wales.
- Council supported community members from Rosedale and Golden Beach to develop Community Plans.

1.5.2 Organisational

Strategic Objective - An organisation that is responsive, flexible, honest, accountable and consistent

- Gippsland Regional Sports Complex (GRSC) introduced the use of a smart phone app for sport court competitions providing greater communication and access for participants.
- User friendly technology was introduced to streamline and improve fire prevention inspections. The integration of geographic information system (GIS) technology and subsequent automation of notices provides a more efficient way of collecting and processing information.
- Desailly Street Information Communications Technology (ICT) solutions completed in 2015 include a new datacentre, ICT infrastructure, meeting room technologies, Unified Communications Systems and a new communications tower which provides improved connectivity to Council's remote sites.
- ICT Telecommunications decommissioning of the NEC PABX Phone System, Telstra ISDN and fibre services of Council's Foster Street offices was successfully completed.
- Council introduced new technology which has reduced both IT consumable and software maintenance costs, resulting in operational savings of \$71,000.
- New legislation has resulted in changes to caravan park registration requirements. As a result, Council has reviewed the way in which it engages with park owners to ensure compliance is undertaken in a consultative and supportive manner.

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1.5.3 Natural Environment

Strategic Objective - A community focused on sustainable living and the future protection of Wellington's natural environment

- Wellington Shire Council and Fulham Correctional Services received a state-wide *Corrections Victoria Community Partnership Award* for bushfire recovery clean-up activities.
- Extensive community consultation resulted in a street tree planting project in Briagolong, reflecting the community's desire to enhance the town's street appeal.
- Wellington Shire Council replaced 2,250 residential street lights across the municipality with energy efficient, longer lasting LED lights. The new 18W lights use over 77% less energy, saving an estimated \$160,000 per year in electricity and maintenance costs and reducing greenhouse gas emissions by over 900 tonnes of carbon dioxide per year.

1.5.4 Infrastructure

Strategic Objective - Assets and infrastructure that meet current and future community needs

- Capital works were completed to maintain the Sale Outdoor 50m pool as Gippsland's premier outdoor swimming pool. The construction and installation of a new headwall and diving blocks allows for the future provision of electronic time keeping infrastructure.
- A Cultural Facilities Hierarchy Tool was developed which collects and records information on community facilities across the Shire, and which will guide the development of a Wellington Shire Council Cultural Facilities Strategy.
- Ageing timber Lyons Bridge and Greigs Creek Bridge have been replaced with new concrete structures which will ensure continued access and reduced ongoing maintenance costs.
- Loch Sport Skatepark and associated landscaping were completed. The Loch Sport community raised a contribution of \$10,000 to the construction costs and contributed to the design. The balance of the project's funding came from Sport and Recreation Victoria and Wellington Shire Council.
- Streetscape works in George Street, Heyfield involved the replacement of footpaths, kerb and channel and an asphalt resheet of the road pavement. Car parking was reconfigured and pedestrian connectivity improved to the Reserve and Resource Centre.
- Two new shared paths were constructed in Maffra. A path now links McLean Street and Powerscourt Street to the Macalister Wetlands and the Maffra Recreation Reserve. A new subdivision at Hillcrest Drive is now connected via Boisdale Street from McLean Street.
- Council worked in partnership with a local developer (who also contributed funding) to bring forward the installation of a play-space at the Maffra Hillcrest Reserve for the quickly expanding local community.
- Council upgraded the Maffra Recreation Reserve Lighting. Additional funds were provided by the State Government, Maffra Community Sports Club and the Maffra Football and Netball Club.
- The Sale taxi rank was relocated with funding from the State Government's *Safer Taxi Rank Program* to provide for greater levels of community safety, including better lighting and visibility as well as benefits for motorists including additional parking spaces and improved traffic flow.

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1.5.5 Land Use Planning

Strategic Objective - Appropriate and forward looking land use planning that incorporates sustainable growth and development

- Planning Scheme Amendment C86 was finalised and will provide the foundation for future growth and development in Rosedale as a key gateway town.
- Council continued to provide an efficient planning permit service in 2014/15, with 97% of applications decided within 60 days; this is compared to the rural Council average of 77%.

1.5.6 Economy

Strategic Objective - Supported business growth and employment, lifestyle opportunities and a vibrant tourism sector

- Council worked with Heyfield Chamber of Commerce to support the State Government's *Small Business Day* in October.
- Council attended the Victorian Government stand at the *2015 Avalon Airshow* to promote the region as the natural choice for military aviation training and the use of West Sale as an auxiliary airfield for additional aviation development.
- Council introduced an internal event coordination process to streamline support for event organisers.
- Council sponsored and provided resources to assist with the first *Dairy Australia and Southern Rural Water Irrigation Expo* in Sale.
- Council launched the *Agricultural Industry Transformation Project - Gippsland* at the *Farm World Agribusiness* lunch.
- Wellington Regional Tourism's *Annual People's Choice Awards* once again recognised leaders in the tourism industry. Council is a long term supporter of this event.
- Working closely with local businesses, Council launched an online food map at the *Tinamba Food and Wine Festival*.
- Council introduced an online monthly Wellington Business Newsletter to better communicate events and opportunities with local businesses.
- Council hosted and provided resources to support the inaugural *Gippsland Bioenergy Forum* in Heyfield.

1.5.7 Community Wellbeing

Strategic Objective - Enhanced health and wellbeing for the whole community

- Wellington Shire was one of only two regional Councils in Australia to achieve 'e-Smart Library' accreditation.
- In partnership with GippsSport and Sale to Sea, Council provided two introductory kayaking sessions at Aqua Energy for people with disabilities.

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- Eighteen young people from Maffra, Stratford, Rosedale, Yarram and Sale aged between 12 and 24 have been actively involved in the 2014 and 2015 Youth Councils. Youth Council has had significant involvement in a number of projects including *Youth Parliament*, *Anzac Day Centenary celebrations*, *Parks Week 2015*, *Wellington Youth Art Prize* and *Mental Health week*.
- Australian Shakespeare Company's production of *Wind in the Willows* was presented at the Sale Botanic Gardens. This was the first time in its 25 year history that the production has left the Melbourne Botanic Gardens.
- Gippsland Regional Sports Complex (GRSC) and Sale Amateur Basketball Association (SABA) hosted an international coach from the USA, with over 60 participants attending from all over Gippsland.
- Council supported Yarram Secondary College to hold an Emergency Expo. The Expo was funded by the Department of Health and Human Services as part of the recovery project for the Jack River Fire of February 2014.
- Internationally acclaimed pianist David Helfgott performed to a capacity crowd at the Esso BHP Billiton Wellington Entertainment Centre.
- Shannon Smiley won the \$20,000 2014 John Leslie Art Prize with his painting *Untitled, Burnley*.
- Council worked collaboratively alongside Gippsland Water to ensure Loch Sport residents were aware of the processes associated with the decommissioning of the septic tank system in the township.
- Wellington Shire Council received an *Organisation of the Year* nomination at the Australian Sign Language Interpreters' Association (ASLIA) Victoria and Deaf Victoria (Community) Awards. This nomination recognised the importance Council has placed on ensuring the participation and inclusion of all residents within our community. Wellington was the only local government organisation to receive a nomination and was placed runner up.
- *Social Media Savvy* workshops were presented in Sale and Yarram and were very well attended by community groups and local business owners.
- The Entertainment Centre launched its *Engage Program*, packaging community engagement workshops, accessible experiences and professional development programs for the Wellington Shire public.
- *Rural Access* grants of up to \$500 were received by businesses and organisations across the Shire to undertake planning, upgrade buildings and infrastructure or to purchase equipment which would help to make their facilities accessible for all people especially people with a disability, their families and carers.
- A range of outdoor fitness training equipment was installed at Lake Guthridge in Sale.
- Central Gippsland Health Service and Council staff worked together to deliver a weight management program, gentle exercise programs and to increase access to fitness programs.

1.6 Challenges and Future Outlook

Challenges

- Implementation of rate capping in 2016/17 will require Council to ensure that its long term financial plan is premised on rate rises within expected Consumer Price Index (CPI) increases.
- Delivering the next stage of the Port of Sale Cultural Hub and Precinct project.
- Continuing to work with the Victorian government and Federation Training to improve tertiary study options, services and facilities in Wellington Shire.
- Opening of the refurbished Gippsland Livestock Exchange in October and the continued marketing and growth of that service.
- Continuing the development and commercial property management of West Sale Airport – Eastern Recreational Aviation Precinct.
- Managing relationships with other levels of government and key partners to enable positive outcomes in areas of capital investment and service delivery.
- Determining Levels of Service to inform Asset Management Plans.

The future

- Wellington Shire Council Aquatic Strategy 2015-2020 will provide Council with strategic direction for its aquatic facilities for the next 5 years.
- Works will commence on the redevelopment of the Gordon Street Recreation Reserve in Heyfield.
- Expansion of the Gippsland Regional Sporting Complex (GRSC) Stage 2.
- Masterplans for Loch Sport Lake Victoria Foreshore will be finalised.
- Sale Botanic Gardens Masterplan will be reviewed.
- Progression of key actions of the Wellington Shire Council Open Space Plan 2014-2020.
- Continuing to work with Gippsland councils on shared delivery service options.

2.0 The Year in Review

2.1 Mayor's Message

I am pleased to present the Wellington Shire Council's Annual Report 2014/15, which demonstrates how we continue on our path toward delivering our community's vision, Wellington 2030.

These are exciting times for Wellington Shire. I am proud to lead Council at such a positive time for our region as we deliver, and work toward delivering, a wide range of projects of great significance.

This year we received the news of a successful grant application for \$4.5 million Federal Government National Stronger Region's Funding to further support our redevelopment project at the Port of Sale. This is in addition to the \$4.75 million State Government funding announced last year, a local contribution from the esteemed John Leslie Foundation of \$1.5 million and a Council contribution of \$2.95 million. Wellington Shire Council is excited about this \$13.7 million project, one which demonstrates what can be achieved through holistic collaboration with the community and all tiers of government.

The Port project aligns with so many of our Council Plan objectives. Regional recreation space and pedestrian walkways create opportunities for community health and wellbeing; redeveloped buildings provide repurposed community and civic space in keeping with current and future needs and feature accessible library, art gallery, visitor information and community meeting spaces; it will attract visitors to our region in addition to being a wonderful drawcard for our residents; the inclusion of a café brings the potential for long term job creation, in addition to the employment opportunities generated through the project's construction phase.

The first phase of the project has been completed this year, with the relocation of Council's administration offices. Around 250 staff were moved from one building to another with no impact to service delivery on our residents and ratepayers. This relocation has enabled our Port of Sale building to be vacated for its redevelopment and has provided opportunity to implement a number of new systems designed to significantly reduce ongoing operating expenditure. Toward the end of this financial year, we were already beginning to see results.

This year Council has continued to deliver a wide variety of over 100 services across our region. We have played a key role in delivering a broad range of programs for the improved health and wellbeing of our community and seen greater numbers than ever participate in a number of activities.

We have continued to support business growth and increased employment opportunities; and advocated on behalf of our community on a broad range of issues. Council has revised the way in which it communicates with our community, adding social media into our mix in recognition that whilst a significant proportion of our community continues to appreciate traditional methods of communication, an ever growing number were requesting a greater online presence.

Council's Land Use Planning activities remain exemplary in 2014/15; Wellington's Planners achieved a service standard a significant 21% higher than that of the rural council average, with 97% of planning applications decided within 60 days. Just one of their decisions was referred to the Victorian Civil and Administrative Tribunal (VCAT), where it was upheld. Our residents and ratepayers can be confident in the expertise and capability demonstrated by such strong results.

We have undertaken a comprehensive capital works program that has included repurposing of a vacant Council facility for the Royal Flying Doctor Service which has subsequently increased jobs for our region; delivery of the Yarram and District Hub providing long awaited childcare.

Works have progressed well at the Sale Livestock Exchange, with this multi-year project on track for completion toward the end of 2015. Users have remain engaged throughout the project, and the local livestock industry looks forward to making full use of the significantly improved facilities. Even through the construction phase the numbers going through the facility are steadily increasing.

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demonstrating industry confidence in the redevelopment and Council's commitment to our agricultural sector.

As a result of the organisation's existing practise of service excellence I am proud that ours is a Council which, in the same year it delivered its lowest rate rise in over 10 years, also repaid \$2.85 million debt.

The Information Technology projects detailed within this report and inclusion of solar panels and organic response LED lighting to our new administration offices will lead to ongoing reductions in expenditure. Initiatives from previous years such as the closure of the Sale Transfer Station and reduction in staff numbers have provided further ongoing reductions that have greatly assisted our current position.

These are just some examples of a wide range of projects and services which demonstrate our existing and ongoing commitment to implementing the most appropriate, efficient and best value solutions for Council, our residents and ratepayers. Our trajectory remains solid as one of prudent expenditure in keeping with the current and future needs of the Wellington community.

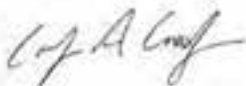
However, as we look toward the future we must seek further service efficiencies for Council. In addition to the impact of the freeze on Federal Assistance Grant Payments, we must begin preparing for the proposed addition of State Government Rate Capping in 2016/17. As our funding base reduces, we must identify yet more ways to reduce our expenditure.

We have maintained an open dialogue with the community regarding service delivery expectations; if, how and by whom they should be subsidised. These are not easy conversations, but they are responsible conversations for a Council committed to limiting the financial effect on our ratepayers.

Wellington Shire Council tackles and reduces waste as a matter of course through a broad range of service excellence and business improvement activities in order to continually deliver a fair go for our residents. It would be remiss not to be concerned about the levels of service we may be able to provide in coming years and so Council will continue to advocate for fair dispersal of funding and responsibility between the levels of government with the aim that important jobs and services are not put at risk.

Ours is a Council committed to listening to, and working with, our community and our partners to achieve the positive results so clearly demonstrated within this report.

I thank my fellow Councillors for their continued commitment to Wellington Shire and Council officers for their efforts toward the betterment of our region. I would also like to thank Wellington's local businesses, community groups and vast plethora of dedicated volunteers for your contribution.



Cr Carolyn Crossley
Mayor

2.2 Financial Summary

This summary should be read in conjunction with the Financial Statement and Performance Statements which are included in Parts 2 and 3 of this report.

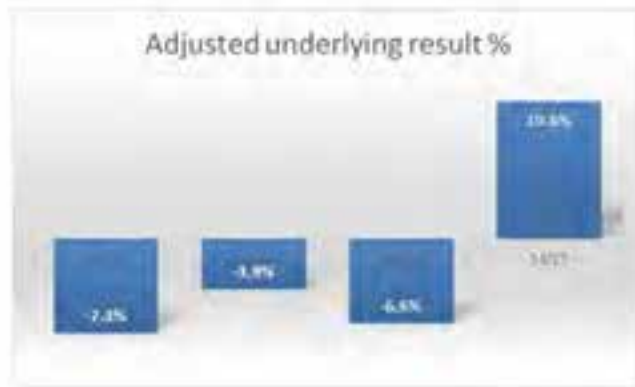
2.2.1 Operating Position

Council finished the year in a strong position, as evidenced by an operating surplus of \$12.0 million (excludes asset revaluation increments), against a budgeted deficit of \$1.1 million.

The following major factors influenced this result:

- Advance payment by the Commonwealth Government of 50% of Council's 2015/16 *Financial Assistance Grants* allocation (\$6.07 million).
- Receipt of an unbudgeted donation of \$500,000 towards the Port of Sale redevelopment project, which will be spent in the coming year.
- During the year an extension of time was granted for landowners to submit their titles for the Wellington Coast Subdivision Strategy's Ninety Mile Beach Plan Voluntary Assistance Scheme, which resulted in \$3.17 million not being spent, and carried forward into 2015/16.
- Additional rates revenue of \$600,000 as a result of supplementary rates assessments being finalised.
- Savings in utility costs and insurance premiums of \$395,000.
- Savings in employee costs resulting from vacancies throughout the year of \$500,000.
- \$1 million in Longford Landfill rehabilitation works were deferred until design approval has been obtained from the Environment Protection Authority.
- Additional interest in investments resulting from higher than expected cash balances, coupled with higher rates debtor balances incurring interest over expected levels \$315,000.

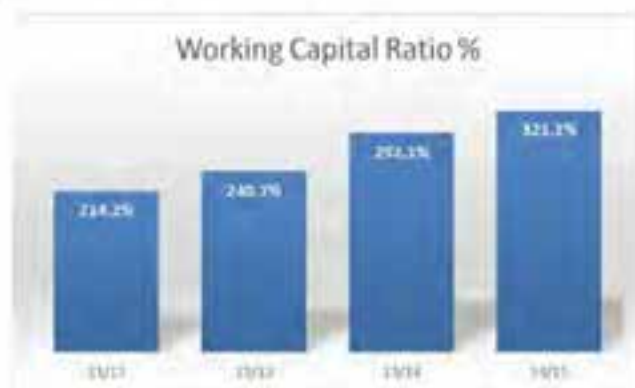
The adjusted underlying result (Graph 1) excludes non-recurrent capital grants, non-monetary asset contributions (gifted assets and developer subdivision contributions) and the effects of asset revaluations. Excluding the advance payment of Financial Assistance Grants, the adjusted underlying result is 3.7%, which still compares favourably to the expected target of >0%. Achieving an underlying surplus is a critical financial strategy that provides capacity to renew Council's assets. This is an ongoing challenge for councils with an extensive road network but lower population than metropolitan councils to pay for it.



Graph 1

2.2.2 Liquidity

Working capital at the end of the year was \$36.3 million or 321.1%, which is well above Council's budgeted position of 186.3%. Cash has increased by \$8.2 million from the previous year, mainly due to the advance payment of \$6.07 million received from the Commonwealth Government, and the factors already detailed. The working capital ratio, which assesses Council's ability to meet current commitments, is calculated by measuring Council's current assets as a percentage of current liabilities. Council's result of 321.1% reflects our strong financial position, and is well above the expected target band of between 120% and 200%. This does not take into account the cash on hand which is restricted to specific uses which would reduce the ratio down to 169.5%.



Graph 2

2.2.3 Cash

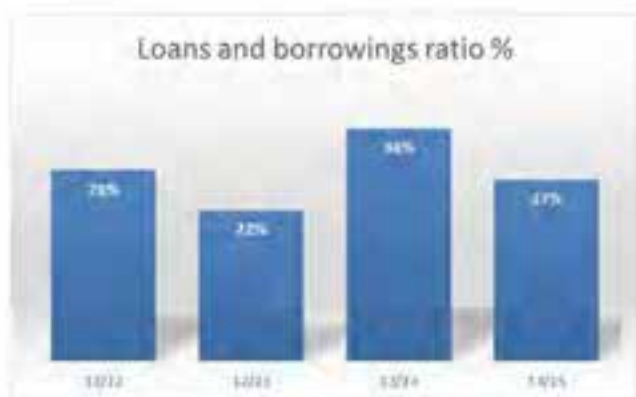
Cash holdings finished at a higher level than 2013/14 at \$44.4 million against a budget of \$23.3 million, with \$24.9 million already reserved for specific uses in future years including completion of carried forward capital works, the Wellington Coast Subdivision Strategy Voluntary Assistance Scheme and future waste infrastructure projects.



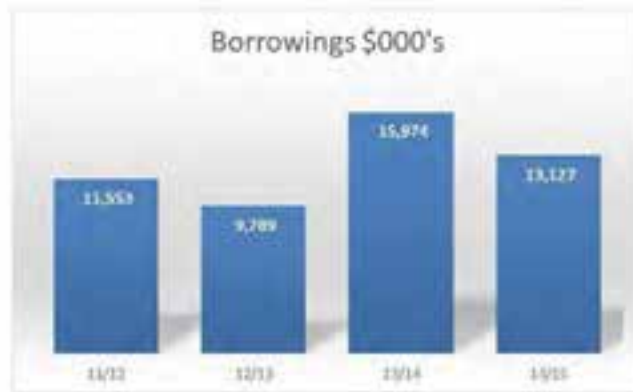
Graph 3

2.2.4 Obligations

During the 2014/15 year \$2.85 million of existing debt was repaid. At the end of the year, Council's debt ratio was 26.6% which was well within the expected target band of 20% - 60%, and is in line with Council's Borrowing Strategy of no more than 40% of annual rate revenue. Planned borrowings of \$1.3 million to fund the Princes Highway – Cobains Road intersection upgrade were deferred to 2015/16, as the works are now to be undertaken by the developer, with a contribution from Council, funded by borrowings, in 2015/16.



Graph 4



Graph 5



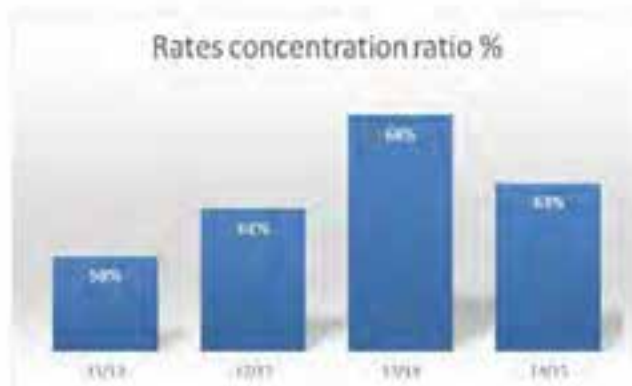
Graph 6

2.2.5 Stability and Efficiency

Council raises a wide range of revenues including rates, user fees, fines, grants and contributions. Council's rates concentration which compares rate revenue to adjusted underlying revenue was 63% for the 2014/15 year, but if the advance payment of 50% of the 2015/16 Financial Assistance Grant is excluded, the ratio would have been 69%, which is toward the top end of the expected target band of 40%-80%. Council has focussed on controlling costs and for the 2014/15 year was able to keep its rate increase to 3.8%. This resulted in an average residential rate per residential assessment of \$1,115 which is only a \$35 increase on the prior year and represents the lowest rate rise in over a decade.



Graph 7



Graph 8

2.2.6 Capital Expenditure

During the year, Council spent \$24.4 million on capital works. Projects completed during the year include the Desailly Street Corporate Offices (\$2.6 million), building works at the Yarram District Hub (\$1.4 million) and improvements at the Sale Oval for the Royal Flying Doctor Service. In addition, \$240,000 was spent on new books and other resources for our libraries and \$190,000 on the completion of the skate park at Loch Sport.

Council invested \$8.8 million on improving our roads, bridges and footpaths, including \$2.7 million to reseal rural and urban roads, and \$600,000 on Lyons Bridge and Greigs Creek Bridge.

A further \$2 million was spent on progressing the upgrade to the Sale Livestock Exchange, due for completion in 2015/16, and a further \$1.8 million on our parks, gardens and streetscapes.



Graph 9

2.3 Description of Operations

Wellington Shire Council is responsible for delivering more than 100 services, from the maintenance of public open spaces, environmental health, statutory building services, land use planning, compliance, animal management, infrastructure planning, road management and maintenance, building and maintenance, community wellbeing, recreation facilities, arts and culture, access and inclusion, youth engagement, waste management, to matters concerning business development, tourism, planning for appropriate development and ensuring accountability for Council's budget.

This broad range of community services and infrastructure for residents supports the wellbeing and prosperity of our community. Council's vision, strategic objectives and strategies to further improve services and facilities are described in our 2013-17 Council Plan and the associated Budget 2014/15 and are reported upon in this document. Refer to the section on Our Performance for more information about Council services.

The delivery of services, facilities, support and advocacy to achieve the strategic objectives is measured by a set of service performance indicators and measures. Council also has a wide range of responsibilities under Victorian and Australian legislation.

2.3.1 Economic Factors

There were no significant / unexpected financial challenges faced by Council during the 2014/15 year.

2.3.2 Major Capital Works

Yarram Hub

The new Yarram Library and Wellington Shire Council Customer Service Centre was opened in October. The Hub incorporates an integrated children's centre; maternal and child health services; family services; a library, including toy library; customer service centre; community meeting space complete with kitchen; dedicated storage for the facility's key user groups; new change rooms and an outdoor pool reception and kiosk; consulting suites and increased car parking space.

This \$5.25 million project was completed a month ahead of schedule. Council contributed \$3.3 million of that total, with the remainder coming from Victorian Government funding including a \$500,000 *Putting Locals First* grant, \$1,107,605 from *Integrated Children's Centre Funding* and \$350,000 from the *Living Libraries Infrastructure Program 2011/12*.

Rosedale Recreation Reserve Pavilion

Redevelopment of the Rosedale Recreation Reserve Pavilion was completed in February 2015. Identified as a priority in the 2011 Rosedale Recreation Reserve Master Plan, the redeveloped change rooms and new clubroom/social pavilion provide upgraded facilities for the Rosedale Football Netball Club, Rosedale-Kilmany Cricket Club and other community groups including the Rosedale Men's Shed.

Works to the Recreation Reserve Pavilion took place in two stages, starting with the full construction of a new clubhouse, and once complete, the existing clubhouse was modified into change rooms.

At a total cost of \$912,340, the Victorian State Government granted \$327,032 through their *Community Funding Facility Program (Sport and Recreation Victoria)*, with \$535,308 contributed by Wellington Shire Council, and \$50,000 raised by the local community.

Wellington Street Lights Replacement

Wellington Shire Council replaced 2,250 residential street lights across the municipality with energy efficient, longer lasting LED lights between November 2014 and April 2015.

The new 18W lights use over 77 percent less energy, saving an estimated \$160,000 per year in electricity and maintenance costs. Greenhouse gas emissions will also be reduced by over 900 tonnes of carbon dioxide per year.

Old street lights accounted for more than a third of Council's electricity use. The newly installed LED lights are one of the most energy efficient options currently available and will drastically reduce this expense. They'll last much longer, reduce service requirements and provide better lighting across the street.

Council was awarded \$390,094 in funding by the Australian Government towards the \$1,033,412 total cost to upgrade its street lights.

With an estimated cost saving of \$160,000 per year in electricity and maintenance costs, Council's contribution will be paid back in just over four years.

2.3.3 Major Changes

- Council relocated approximately 250 administration office staff from the Port of Sale Civic Centre to new premises in April 2015 to allow for the Port of Sale's redevelopment as a Cultural Hub and Precinct.
- Council's *Liveability* division was re-named *Community and Culture* to more accurately reflect its role within the organisation, aligned to the community vision.
- New Local Government (Planning and Reporting) Regulations came into operation on 18 April 2014 and prescribe a range of information that must be included in Councils' key planning and reporting documents, including giving effect to the Local Government Performance Reporting Framework.

2.3.4 Major Achievements

- During 2014/15, Council secured an additional \$4.5 million in Australian Government funding and an additional \$0.5 million contribution from the *John Leslie Foundation* towards the redevelopment of the Port of Sale Cultural Hub and Precinct project bringing the overall project budget to \$13.7 million for delivery over 2014/15, 2015/16 and 2016/17.
- During the 2014/15 year \$2.85 million of Council's existing debt was repaid.
- The lowest rate increase in more than ten years, at 3.8%, was achieved in 2014/15.

3.0 Our Council

3.1 Municipality Profile

Wellington Shire is the third largest municipality in Victoria, covering an area of 10,824 square kilometres to the east of the state. Wellington is easily accessible from Melbourne by either road or rail with a convenient travel time of less than two hours.

Wellington Shire is ideally placed for enjoying all that Gippsland has to offer, whether as a resident, visitor or tourist. It extends from the Great Dividing Range and Victoria's High Country, through rich irrigated flats and some of the most productive grazing land in Australia to the internationally significant Gippsland Lakes and Wetlands and the Ninety Mile Beach and Bass Strait.

Located at the heart of Gippsland, Wellington Shire is ideally located to provide the finest and best aspects of regional Victorian living. Boasting mile upon mile of pristine coastline, dramatic vistas of the Victorian High Country, rich irrigated grazing and cropping land, internationally significant wetlands and rainforest National Parkland, with a variety of communities and residential options as diverse as the landscape.

Wellington Shire residents can choose from a wide range of affordable housing options in any of our towns or in the heart of the country with views of the ocean, open plains or mountain ranges.

The most recent Census data showed that the Wellington population grew from 40,079 in 2006 to 41,440 in 2011. Council is very active in planning to ensure there is plentiful supply of new residential and industrial land to encourage this growth. Attractive features of the Wellington region include the many regional shopping centres; excellent public facilities for sports, health and cultural entertainment including the Gippsland Regional Sports Complex, Aqua Energy heated indoor pool and gym and the Esso BHP Billiton Wellington Entertainment Centre (EBBWEC); and plentiful education options including outstanding public and private schools, TAFE campuses with a wide range of programs, from University degrees to postgraduate courses in business, nursing and food industry management.

Thirteen percent of the Wellington population work within the agricultural sector, with a wide variety of other local opportunities ranging from manufacturing and construction to retail, mining, public sector and education, arts and recreation.

There is a wide variety of industry and business contributing to the local economy including; mining, offshore oil and gas extraction, primary production and agriculture, tourism and service industries, retail, healthcare, education and community services.

RAAF Base East Sale is a major air and ground training base and home to the famous Roulettes, Central Flying School, the Officers' Training School and the schools of Air Warfare and Air Traffic Control. A \$160M redevelopment of the RAAF Base commenced in 2013 and will help secure the Base as part of our community for many years to come.

Council-owned West Sale Airport provides a base for helicopters servicing the Bass Strait oil rigs and for the servicing of aircraft and training of civilian pilots and aircraft maintenance engineers. With Yarram Aerodrome and aerodromes at Bairnsdale and other locations in East Gippsland, there are extensive facilities for defence, general and recreational aviation and considerable capacity for expansion.

The ESSO gas plant, south of Sale, supplies Victoria and New South Wales with natural gas. A number of local companies provide services to the Bass Strait oil and gas industry, operated by

Exxon Mobil (Esso). Esso is currently undertaking the construction of a \$1b gas reconditioning plant confirming our place as one of Victoria's major energy regions.

Agricultural land in Wellington Shire offers some of the best conditions in the state, with Gippsland fast developing a name as Victoria's Food Bowl. The Macalister Irrigation District, with its centre at Maffra, supports Wellington's strong dairy, beef and vegetable growing industries comprising award winning businesses providing goods Australia wide.

Timber is another natural resource which contributes to the local economy through direct employment, contract and transportation services. Australian Sustainable Hardwoods (ASH), at Heyfield, mill timber products such as flooring and architraves from sustainably grown forests and manufactures products for the manufacturing and merchant markets such as windows, doors, staircases, flooring and architraves.

Ours is a diverse, vibrant and connected community where delivering liveability, economic prosperity and sustainability outcomes underpin all that we do.

3.2 Council Offices

Sale Service Centre - Council Headquarters
 18 Desailly Street (PO BOX 506), Sale VIC 3850
 Telephone: 1300 366 244 Fax: (03) 5142 3501
 Email: enquiries@wellington.vic.gov.au

Yarram Service Centre
 156 Grant Street, Yarram VIC 3971
 Telephone: (03) 5182 5100 Fax: (03) 5182 6264

3.3 Councillors

 Cr Carolyn Crossley Mayor Elected: 2012 T: 0439 495 812 E: carolyn.crossley@wellington.vic.gov.au	 Cr John Duncan Deputy Mayor Elected: 2012 T: 0439 495 908 E: john.duncan@wellington.vic.gov.au	 Cr Peter Cleary Elected: 2005, 2006, 2012 T: 0436 337 308 E: peter.cleary@wellington.vic.gov.au
	 Cr Emille Davine Elected: 2012 T: 0439 540 366 E: emille.davine@wellington.vic.gov.au	 Cr Malcolm Hole Elected: 2006, 2008, 2009, 2009, 2012 T: 0436 541 240 E: malcolm.hole@wellington.vic.gov.au
	 Cr Darren McCubbin Elected: 2005, 2007, 2008, 2012 T: 0438 066 494 E: darren.mccubbin@wellington.vic.gov.au	 Cr Patrick Melvot Elected: 2012 T: 0439 592 344 E: patrick.melvot@wellington.vic.gov.au
	 Cr Scott Rossenti Elected: 2008, 2012 T: 0417 052 294 E: scott.rossenti@wellington.vic.gov.au	 Cr Rob Wenger Elected: 2005, 2012 T: 0436 645 522 E: rob.wenger@wellington.vic.gov.au

4.0 Our People

4.1 Organisational Structure



4.2 Senior Officers

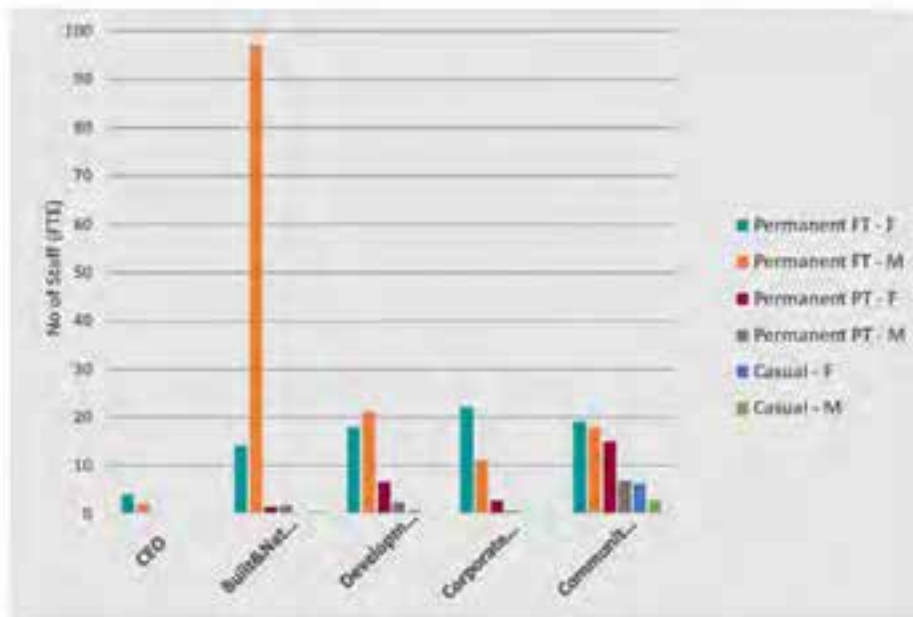
As at 30 June 2015 Senior officers as designated by the *Local Government Act, 1989* were David Morcom, Arthur Skipitaris, Chris Hastie, Glenys Butler, John Websdale and Philip Phillipou.

4.3 Council Staff

A summary of the number of full time equivalent (FTE) Council staff by organisational structure, employment type and gender.

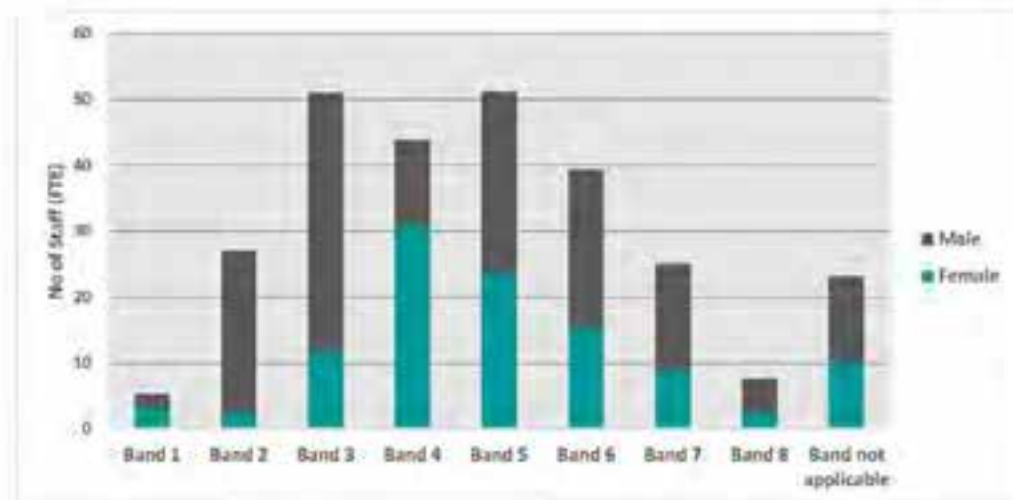
Employee type/gender	Organisational Structure					Total FTE
	CEO FTE	Built & Natural Environment FTE	Development FTE	Corporate Services FTE	Community & Culture FTE	
Permanent FT - F	4	14	15	22	19	77
Permanent FT - M	2	97	21	11	18	149
Permanent PT - F	-	1.4	6.59	2.78	14.91	25.68
Permanent PT - M	-	1.67	2.33	0.6	6.8	11.4
Casual - F	-	-	0.68	-	6.27	6.95
Casual - M	-	0.53	0.03	-	2.72	3.28
Total	6	114.6	48.63	36.38	67.7	273.31

FT - Full time PT - Part time F - Female M - Male



A summary of the number of full time equivalent (FTE) staff categorised by employment classification and gender.

Employment Classification	Female FTE	Male FTE	Total FTE
Band 1	3.32	1.91	5.23
Band 2	2.51	24.5	27.01
Band 3	11.79	39.13	50.92
Band 4	31.29	12.53	43.82
Band 5	23.6	27.6	51.2
Band 6	15.4	24	39.4
Band 7	9	16	25
Band 8	2.6	5	7.6
Band not applicable	10.13	13	23.13
Total	109.64	163.67	273.31



4.4 Equal Employment Opportunity

Wellington Shire Council is committed to supporting a workplace culture that treats all people with dignity and respect. Employees, contractors and volunteers of Council have the right to conduct their work in a safe environment unimpeded by bullying, harassment and/or discrimination. Council has an Equal Employment Opportunity program which is designed to eliminate discrimination, promote equal opportunity and provide a means for consultation in regards to employment matters which have the ability to adversely affect staff or the organisation.

The objective of Wellington Shire Council's Equal Employment Opportunity program is to ensure there is no discrimination relating to the characteristics listed under the *Equal Opportunity Act, 2010* such as race, colour, sex, marital status, parenthood, physical or mental impairment, age, religious or political affiliation, gender identity and sexual orientation; Further objectives include ensuring the workplace is free from bullying and harassment. The provision of Equal Opportunity Awareness sessions for all new employees and managers ensures they are aware of their obligations and responsibilities in maintaining a workplace that is free of bullying and harassment and/or discrimination.

4.5 Other Staff Matters

4.5.1 Enterprise Bargaining Agreement

Wellington Shire Council Enterprise Agreement No.8, which was developed following extensive consultation with management and staff representatives, nominated workplace union delegates and union industrial officers, took effect on 31 December 2013 and remains operative until 8 November 2016.

4.5.2 Professional Development

Wellington Shire Council recognises the benefit of supporting staff to increase their professional development. Council acknowledges the value gained from staff advancing their qualifications and acquiring enhanced skills and knowledge that can be applied within the work place. Wellington Shire Council demonstrates support to all employees through professional development including Tertiary Study Assistance, ongoing corporate training and development programs and memberships and subscriptions to professional bodies and organisations.

4.5.3 Prevention of Violence Against Women

The Prevention of Violence against Women is supported by Wellington Shire Council through the promotion of gender equity and other educational activities as a part of the *Prevention of Violence Against Women (PVAW)* strategy and the Paving the Way Project, both Victorian Government initiatives. These two programs are delivered via a partnership agreement with the Gippsland Women's Health Service in order to create organisational and community awareness around the prevention of men's violence against women.

Family violence can include physical, sexual, financial, verbal or emotional abuse by a family member or partner and Wellington Shire Council has in place a *Family Violence Leave Policy* to support staff who are experiencing family violence through the provision of an additional twenty days of Family Violence Leave to attend medical appointments, attendance at legal proceedings and/or other preventative activities.

In addition, Wellington Shire Council is committed to primary prevention initiatives through its annual participation in White Ribbon Day, gender equity awareness and Mentors in Violence Prevention (MVP) accredited training.

4.5.4 Health and Safety

Wellington Shire Council aims to maintain a culture of workplace safety for all employees, Councillors, contractors and visitors. It does this in a number of ways including through a comprehensive internal Occupational Health and Safety audit program including contractor desktop audits, roadside depot staff audits and workplace audits of all staff sites.

In addition, Wellington Shire Council's Occupational Health Safety (OHS) committee meets each quarter to review safety issues including incidents and prevention strategies and is responsible for the development of remedial actions to address any identified gaps or opportunities for improvement.

In partnership with four other Victorian Councils, Council led an initiative in 2014/15 to develop occupation 'task analysis' cards to assist with both the prevention and management of workplace injuries.

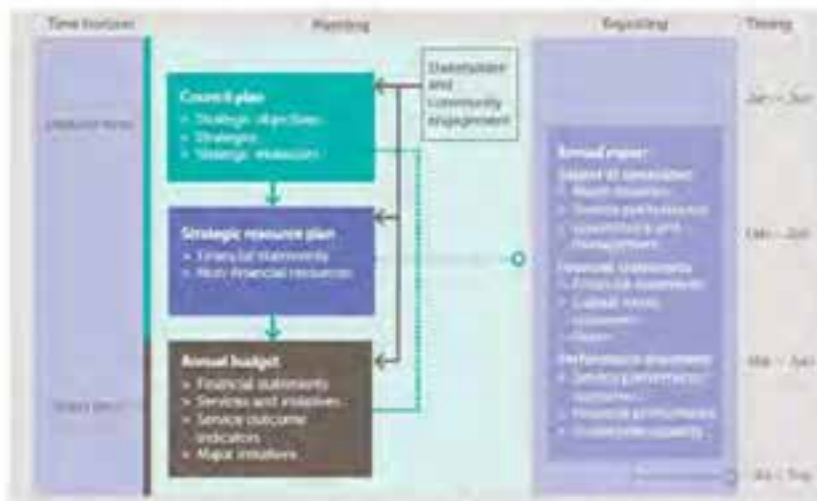
5.0 Our Performance

5.1 Planning and Accountability Framework

The *Local Government Act, 1989* requires councils to prepare the following planning and reporting documents:

- A Council Plan within the six months after each general election or by 30 June, whichever is later;
- A strategic resource plan for a period of at least four years and include this in the Council Plan;
- A budget for each financial year; and
- An annual report in respect of each financial year.

The following diagram shows the relationships between the key planning and reporting documents that comprise the planning and accountability framework for local government in Victoria.



Source: Department of Transport, Planning and Local Infrastructure

In 2008 Wellington Shire Council undertook an extensive community consultation process to identify our community's long term aspirations.

The process resulted in the development of our long term community vision, *Wellington 2030*. *Wellington 2030* was used to develop and guide our key themes and strategic objectives for the 2013-17 four year Strategic Plan, our Council Plan.

5.2 Council Plan

The Wellington Shire Council Plan 2013-17 includes seven themes, each comprised of strategic objectives and strategies for achieving these, strategic indicators for monitoring achievement as well as Council's four year strategic resource plan. The following includes the seven themes and corresponding strategic objectives as detailed in the Wellington Shire Council Plan 2013-17.

Theme	Strategic Objective
Leadership and Engagement	Our community is informed about Council business and is involved in Council decision making. Council advocates on behalf of the community.
Organisational	An organisation that is responsive, flexible, honest, accountable and consistent.
Natural Environment	A community focused on sustainable living and the future protection of Wellington's natural environment.
Infrastructure	Assets and infrastructure that meet current and future community needs.
Land Use Planning	Appropriate and forward looking land use planning that incorporates sustainable growth and development.
Economy	Supported business growth and employment, lifestyle opportunities and a vibrant tourism sector.
Community Wellbeing	Enhanced health and wellbeing for the whole community.

5.3 Performance

Council's performance for the 2014/15 year is reported against each theme and strategic objective to demonstrate how Council is performing in achieving the 2013-17 Council Plan. Performance is measured as follows:

- Results achieved in relation to the strategic indicators in the Council Plan;
- Progress in relation to the major initiatives identified in the budget;
- Services funded in the budget and the persons or sections of the community who are provided those services; and
- Results against the prescribed service performance indicators and measures.

Theme 1 – Leadership and Engagement

Strategic Objective: Our community is informed about Council business and is involved in Council decision making. Council advocates on behalf of the community.

To achieve our objectives in this area, we will continue to plan for the present and future, and to lead and advocate for outcomes that benefit the community. We aim to deliver an appropriate level of service and facility that enables Council and staff to operate effectively. The services, major initiatives and service performance indicators for each business area are described below.

Strategic Indicator/Measure	Result	Comments
Increased community satisfaction rating for Council's interaction and responsiveness in dealing with the public	71	4 points higher than Large Rural average and 1 point higher than state wide average.
Increased community satisfaction rating with community engagement	59	5 points higher than Large Rural average and 3 points higher than state wide average.
Increased community satisfaction rating with Council's advocacy and community representation on key local issues	58	5 points higher than Large Rural average and 3 points higher than state wide average.
Increased community satisfaction rating with overall performance	63	7 points higher than Large Rural average and 3 points higher than state wide average.

The following statement reviews the progress of Council in relation to major initiatives identified in the 2014/15 budget for the year

Major Initiatives	Progress
Undertake a review of Council's quarterly newsletter, Wellington Matters, both in terms of timing and content as well as its effectiveness as a communication agent.	Wellington Matters was reviewed and changes to its format and distribution methods made. The first of the new format was distributed in September 2014, accompanied by a refreshed Wellington News weekly advertisement and the addition of social media into our suite of communication tools. So far, these changes have been very well received by the community.

The following statement provides information in relation to the services funded in the 2014/15 budget and the persons or sections of the community who are provided the service.

Business area	Description of services provided	Net Cost Actual <u>Budget</u> Variance \$000
Councillors, Chief Executive and Executive Team	This area of governance includes the Mayor, Councillors, Chief Executive Officer and Executive Management Team and associated support which cannot be easily attributed to the direct service provision areas. Our governance activities include provision of statutory services such as Council elections, meetings, agendas, minutes and provision of other public documents; and to help the Council administer and meet various legislative responsibilities - State, Federal and Local.	2,306 <u>2,289</u> (19)
Media and Public Relations	This area provides internal and external communication services and support and branding initiatives for Council. The team also seeks to identify trends in public opinion and ensure that Council adapts and responds in a timely manner. <i>Initiatives</i> <ul style="list-style-type: none"> • Commence development of a Communications Strategy to enhance the flow of information to and from the Wellington Shire community. 	398 <u>427</u> 29

The following statement provides the results of the prescribed service performance indicators and measures including explanation of material variations.

Service Indicator/Measure	Result	Commentary
Governance		
Transparency		
<i>Council resolutions at meetings closed to the public</i> [Number of Council resolutions made at ordinary or special meetings of Council, or at meetings of a special committee consisting only of Councillors, closed to the public / Number of Council resolutions made at ordinary or special meetings of Council or at meetings of a special committee consisting only of Councillors] x100	2%	Total number of resolutions made 227.
Consultation and engagement		
Satisfaction with community consultation and engagement [Community satisfaction rating out of 100 with how Council has performed on community consultation and engagement]	59	5 points higher than Large Rural Council average and 1 point lower than 2014 result.
Attendance		
Council attendance at Council meetings [The sum of the number of Councillors who attended each ordinary and special Council meeting / (Number of ordinary and special Council meetings) x (Number of Councillors elected at the last Council general election)] x100	85%	There were 22 ordinary Council meetings and 2 special Council meetings in 2014/15.
Service cost		
Cost of governance		
[Direct cost of the governance service / Number of Councillors elected at the last Council general election]	\$39,707	No material variations.
Satisfaction		
Satisfaction with Council decisions [Community satisfaction rating out of 100 with how Council has performed in making decisions in the interest of the community]	58	6 points higher than Large Rural Council average and 1 point higher than 2014 result.

Theme 2 - Organisational

Strategic Objective: An organisation that is responsive, flexible, honest, accountable and consistent.

To achieve our objective in this area, we will continue to plan, deliver and improve high quality, cost effective, accessible and responsive services. The services, major initiatives and service performance indicators for each business area are described below.

Strategic Indicator/Measure	Result	Comments
Long term Financial Plan produces improvements in Council's annual underlying financial result.	Achieved	The underlying financial result of -1.5% improves to 1.2% by 2019. For further information please refer 'Adjusted Underlying Result' indicator in Performance Statement.
Increased community satisfaction rating with overall performance	63	7 points higher than Large Rural average and 3 points higher than state wide average.
Increased staff satisfaction and engagement	68.3	1.5 % increase compared to 2014 result
External financial audits of Council reflect compliance with legislation	Achieved	An unqualified audit opinion was signed by VAGO on 18/09/2014 for the 2013/14 financial year.
Increased percentage of current assets compared with current liabilities	321%	2013/14 result was 292%.

The following statement reviews the progress of Council in relation to major initiatives identified in the 2014/15 budget for the year

Major Initiatives	Progress
Ensure input and reporting of data to meet the requirements of the Local Government Performance Reporting Framework is completed within regulatory guidelines	This document includes Council's report against each of the mandatory Local Government Performance Reporting indicators as per the regulatory guidelines.
Manage the project planning and delivery of the information technology requirements for the Desailly Street office relocation.	Successfully delivered: New Datacentre New ICT Infrastructure New Unified Communications Systems (voice/video) New Technology at Desailly Street Offices Completed Review of Records Management System ECM.
Develop a Rating Strategy to guide future rating decisions for Council's consideration	The Rating Strategy 2015-2018 was adopted by Council on 17 March 2015.

The following statement provides information in relation to the services funded in the 2014/15 budget and the persons or sections of the community who are provided the service.

Business area	Description of services provided	Net Cost Actual Budget Variance \$000
Information Services	<p>The information Services Business Unit provides reliable systems and infrastructure to support business activities of the Council. It consists of Information Technology and Information Management teams.</p> <p>The Information Technology team provides day to day IT support to all users and runs network operations. The Information Management team provides electronic document management services; freedom of information legislation services, services associated with the privacy legislation and general records services.</p> <p><i>Initiatives</i></p> <ul style="list-style-type: none"> Undertake a review of Council's corporate records management system and its fit for purpose. 	<p>2,433</p> <p><u>2,417</u></p> <p>(16)</p>
People and Excellence	<p>The People and Excellence Business Unit provides a range of diverse corporate services to staff, the Council and the community. These include Human Resources, People Development, Risk Management, and Business Improvement.</p> <p>The Human Resources service aims to provide a holistic service for the 'whole of staff life', from recruitment to cessation with the organisation.</p> <p>Risk management services aim to identify and control organisational risks, maximise staff and community safety, and to reduce Council's exposure to injury or loss.</p> <p>The Business Improvement service provides support and assistance to the organisation in achieving the most efficient use of resources, improving workplace processes and influencing organisational capability in alignment with strategic objectives. The unit also facilitates the development and annual review of the Council Plan.</p> <p><i>Initiatives</i></p> <ul style="list-style-type: none"> Review organisational corporate planning and reporting system requirements to ensure effective corporate planning and reporting. Complete and implement a Recruitment Strategy. 	<p>1,807</p> <p><u>2,144</u></p> <p>337</p>

Finance	The Finance Business Unit provides financial, rating and property valuation services to the organisation, community and external stakeholders. These services underpin the drive to be a financially sustainable Council, comply with the necessary legislative requirements and meet community needs.	1,860 <u>1,822</u> 62
	The unit also aims to provide a safe, reliable and sustainable fleet of vehicles to support the organisation in achieving its goals.	
	Initiatives	
	<ul style="list-style-type: none"> Prepare Annual Budget in accordance with updated legislative requirements. 	
Municipal Services	The Municipal Services Business Unit is responsible for the provision of a broad range of services including: <ul style="list-style-type: none"> Statutory building service, Environmental health service, including food safety support programs Local Laws, including animal management services Customer Service 	1,469 <u>1,808</u> 339
	Initiatives	
	<ul style="list-style-type: none"> Commence the development of a new Domestic Waste Water Management Plan. 	

The following information provides the results of this strategic objective's service performance indicators and measures, including where required, an explanation of material variations.

Service Indicator/Measure	Result	Commentary
Food Safety		
Timeliness		
<i>Time taken to action food complaints</i> [Number of days between receipt and first response action for all food complaints / Number of food complaints]	1 day	All food complaints are attended within 24 hours.
Service standard		
<i>Food safety assessments</i> [Number of registered class 1 food premises and class 2 food premises that receive an annual food safety assessment in accordance with the Food Act, 1984 / Number of registered class 1 food premises and class 2 food premises that require an annual food safety assessment in accordance with the Food Act 1984] x100	87%	All class 1 and class 2 food premises are assessed at least once during the financial year. However 87% were assessed during 2014 calendar year which is the reporting period for this particular indicator.
Service cost		
<i>Cost of food safety service</i> [Direct cost of the food safety service / Number of food premises registered or notified in accordance with the Food Act, 1984]	\$491	This value is slightly understated as an Environmental Health Officer / Coordinator position was vacant at various times of the year due to maternity leave / backfill arrangements.

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Health and safety		
Critical and major non-compliance outcome notifications [Number of critical non-compliance outcome notifications and major non-compliance notifications about a food premises followed up / Number of critical non-compliance outcome notifications and major non-compliance notifications about food premises] x100	100%	Zero critical non-compliance notifications and Four major non-compliance notifications.
Animal Management		
Timeliness		
Time taken to action animal requests [Number of days between receipt and first response action for all animal management requests / Number of animal management requests]	1.2 days	No material variations.
Service standard		
Animals reclaimed [Number of animals reclaimed / Number of animals collected]	43%	No material variations.
Service cost		
Cost of animal management service [Direct cost of the animal management service / Number of registered animals]	\$34	No material variations.
Health and safety		
Animal management prosecutions [Number of successful animal management prosecutions]	11	Low number of successful animal prosecutions suggests an improvement in the effectiveness of Council's animal management program.

Theme 3 - Natural Environment

Strategic Objective: A community focused on sustainable living and the future protection of Wellington's natural environment.

To achieve our objectives in this area we will continue to focus on balancing current and potential future need, with the sustainable capacity of our resources and the conditions of our natural environment. The activities and initiatives for each service category and key strategic activities are described below.

Strategic Indicator/Measure	Result	Comments
Maintain a high community satisfaction rating for overall performance of waste management	65	2013/14 result was 68.
Environmentally Sustainable Design principles are incorporated in the construction of new facilities and major upgrades	Achieved	Refurbishment of Council's new administration offices and Sale Service Centre in Desailly Street include the installation of 135, 35 watt solar panels which have the potential to reduce electricity usage in that building by 30% per annum. Organic response LED lighting throughout the building is able to detect and adjust automatically to changing lighting conditions further reducing lighting costs. Replacement insulation, passive heating, LED lighting and water tanks incorporated into the Yarram Hub refurbishment reduce energy costs and conserve natural resources.
Decreased percentage of Wellington's residential waste to landfill	85%	No 2013/14 comparative data.
Decreased CO ₂ equivalent Council fleet vehicle emissions	Achieved	In 2013/14, direct CO ₂ emissions from Council's fleet vehicles were 617.53 tonnes. In 2014/15, this was reduced to 601.77 tonnes, a reduction of 15.76 tonnes.
Decreased CO ₂ equivalent Council fleet vehicle emissions	5,213 Tonnes	No 2013/14 comparative data.
Conditions of the Wellington Shire Council landfill license are met	Achieved	Wellington Shire Council landfill license conditions were met as per the requirements under the <i>Environment Protection Act, 1970</i> and subsequent legislation.

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The following statement reviews the progress of Council in relation to major initiatives identified in the 2014/15 budget for the year.

Major Initiatives	Progress
Progress rehabilitation of the Sale Transfer Station site as required by the project plan.	Not fully completed. The project was held over while Gippsland Water assessed the site for a new East Sale sewerage pumping station. This would have provided an opportunity to avoid costs associated with rehabilitation of site, and to sell part of site to Gippsland Water. The site was ultimately discounted for use as a pumping station, and this assessment delayed completion of works. Completion of works will now occur in 2015/16.

The following statement provides information in relation to the services funded in the 2014/15 budget and the persons or sections of the community who are provided the service.

Business area	Description of services provided	Net Cost Actual Budget Variance \$000
Natural Environment and Parks	The Natural Environment and Parks Unit covers a range of activities related to the operational management of public open space, which includes approximately 320 hectares of parkland and associated infrastructure, such as picnic shelters, BBQs, seating, boardwalks, fences and public toilets. The service also proactively manages 30,000 – 35,000 urban trees and is responsible for the management, design and development of parks and streetscapes in urban areas. The unit is also responsible for moving the Wellington community towards a more sustainable future. Key priority areas include biodiversity, water consumption & quality, waste management and energy use. <i>Initiatives</i> <ul style="list-style-type: none"> • <i>Develop three Town Street Tree Plans.</i> 	4,080 <u>4,703</u> 623

The following information provides the results of this strategic objective's service performance indicators and measures, including where required, an explanation of material variations.

Service Indicator/Measure	Result	Commentary
Waste Collection		
<i>Satisfaction</i>		
<i>Kerbside bin collection requests</i> [Number of kerbside garbage and recycling bin collection requests / Number of kerbside bin collection households] x1,000	28	No material variations.
<i>Service standard</i>		
<i>Kerbside collection bins missed</i> [Number of kerbside garbage and recycling collection bins missed / Number of scheduled kerbside garbage and recycling collection bin lifts] x10,000	3	No material variations.
<i>Service cost</i>		
<i>Cost of kerbside garbage collection service</i> [Direct cost of the kerbside garbage bin collection service / Number of kerbside garbage collection bins]	\$64	No material variations.
<i>Cost of kerbside recyclables collection service</i> [Direct cost of the kerbside recyclables bin collection service / Number of kerbside recyclables collection bins]	\$45	No material variations.
<i>Waste Diversion</i>		
<i>Kerbside collection waste diverted from landfill</i> [Weight of recyclables and green organics collected from kerbside bins / Weight of garbage, recyclables and green organics collected from kerbside bins] x100	35%	High volume of waste diverted away from landfill suggests an improvement in the effectiveness of Council's waste collection.

Theme 4 – Infrastructure

Strategic Objective: Assets and infrastructure that meet current and future community needs.

To achieve our objectives in this area we will continue to focus on balancing current and potential future need, with the sustainable capacity of our resources and the conditions of our built environment. The activities and initiatives for each service category and key strategic activities are described below.

Strategic Indicator/Measure	Result	Comments
Increased community satisfaction rating for overall performance in local roads and footpaths.	56	2 point increase compared to 2014 result.
	2	Roads – Sealed
	2	Roads – Unsealed
	2	Buildings
	2	Structures
Asset condition of Wellington Shire Council roads, buildings, footpaths, playgrounds and toilets	2	Footpaths
	1	Playgrounds
	1	Toilets
		(This is the average asset condition score where 1 - As New, 2 - Very Good, 3 - Fair, 4 – Poor, 5 – Serious).
Increased annual spend on asset renewal as a percentage of total capital expenditure	63.2%	5.2% increase from 2013/14.
Increased overall performance score - implementation of the Road Management Plan	Achieved	While the evaluation system has changed and is no longer reporting scores, the 2015 Municipal Association Victoria (MAV) insurance audit found Council's Road and Pathway management, reflective of Road Management Plan implementation, to be generally good, with no high risk factors identified.
Increased community satisfaction rating with the appearance and cleanliness of public places	72	2013/14 result was 72.
Increased percentage of sealed local roads below the renewal intervention level set by Council	97%	No 2013/14 comparative data.

The following statement reviews the progress of Council in relation to major initiatives identified in the 2014/15 budget for the year.

Major Initiatives	Progress
As one of the key components of the Port Albert flood protection and drainage study, assess and report on possible flood protection solutions for the northern end of Port Albert	A Council Workshop was held in September 2014 where this action was discussed. The study proposed would not resolve the issues regarding the extension of the seawall. Action is complete.
Progress refurbishment of Sale Livestock Exchange in accordance with the project plan	<p>This is a multi-year project requiring five contracts to complete the refurbishment. The status of the five contracts is as follows:</p> <ul style="list-style-type: none"> • Buyers' walkway crown unit supply works commenced off-site • Removal of existing pens completed • Selling shed construction works commenced off-site • Selling shed fit out awarded • Site works commenced <p>It is expected that the civil works contract will be awarded in the second half of the 2015 calendar year and all works will be complete as scheduled.</p>
Implement recommendations of the West Sale Airport Report on Land Tenure and Council resolution to progress development of freehold land for recreational purposes at West Sale Airport.	<p>Outline development plans have been finalised and Council has now authorised development of freehold land in the West Sale Airport. Statutory advertising and planning processes have commenced. All actions for 2014/15 have been progressed as required. Further actions to complete civil works, subdivision and complete any sales transactions will be progressed in 2015/16 in line with original project plan.</p>
Finalise the development of new office accommodation at Desailly Street, Sale	Key building contract awarded in September 2014. All other key contracts completed for electrical, mechanical, furniture and floor coverings. Office relocated to Desailly Street by 24 April 2015.

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The following statement provides information in relation to the services funded in the 2014/15 budget and the persons or sections of the community who are provided the service.

Business area	Description of services provided	Net Cost Actual Budget Variance \$000
Assets and Projects	<p>The Assets and Projects Business Unit manages a diverse range of services for Council including:</p> <ul style="list-style-type: none"> - Project Management - which includes the implementation and management of capital projects from across the organisation in the order of \$23 million - \$35 million per annum - Asset Management and Information Systems - which incorporates asset and financial reporting and asset plan development, and assists with ensuring that all long term infrastructure renewal requirements are properly accounted for, with a sound information basis - Infrastructure Planning - which focuses heavily on new infrastructure development opportunities that have a strong external funding emphasis <p><i>Initiatives</i></p> <ul style="list-style-type: none"> • <i>Complete installation of new energy efficient street lights in accordance with the project plan.</i> 	<p>2,837</p> <p><u>2,829</u></p> <p>182</p>
Built Environment	<p>The Built Environment Business Unit manages Council's building and infrastructure assets including:</p> <ul style="list-style-type: none"> - Facilities - Managing Council's building assets and infrastructure to ensure long term sustainability of effective service delivery for operational and community purposes. - Planning - effectively plan for the renewal and improvement of Council's infrastructure. - Commercial Facilities Management - manage a range of commercial property portfolios including strategic projects in addition to completing the transactions for property acquisitions, disposal and transfers. - Road Management and Operations - manage the maintenance of Council's road infrastructure in a coordinated way to maximise benefit to the community and road users. <p><i>Initiatives</i></p> <ul style="list-style-type: none"> • <i>Implement planning and initial consultation stages of Wellington Residential Road and Street Construction Plan.</i> 	<p>3,319</p> <p><u>5,446</u></p> <p>2,127</p>

The following information provides the results of this strategic objective's service performance indicators and measures, including where required, an explanation of material variations.

Service Indicator/Measure	Result	Commentary
Roads		
<i>Satisfaction of use</i>		
<i>Sealed local road requests</i> [Number of sealed local road requests / Kilometres of sealed local roads] x100	12%	No material variations.
<i>Condition</i>		
<i>Sealed local roads below the intervention level</i> [Number of kilometres of sealed local roads below the renewal intervention level set by Council / Kilometres of sealed local roads] x100	97%	No material variations.
<i>Service cost</i>		
<i>Cost of sealed local road reconstruction</i> [Direct cost of sealed local road reconstruction / Square metres of sealed local roads reconstructed]	\$81	No material variations.
<i>Cost of sealed local road resealing</i> [Direct cost of sealed local road resealing / Square metres of sealed local roads resealed]	\$5	No material variations.
<i>Satisfaction</i>		
<i>Satisfaction with sealed local roads</i> [Community satisfaction rating out of 100 with how Council has performed on the condition of sealed local roads]	52	7 points higher than Large Rural Council average and 3 point higher than 2014 result.

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Theme 5 - Land Use Planning

Strategic Objective: Appropriate and forward looking land use planning that incorporates sustainable growth and development.

To achieve our objective in this area we aim to develop and improve forward looking land use planning policies and plans that guide and support sustainable growth and appropriate land use and development. The activities and initiatives for each service category and key strategic activities are described below.

Strategic Indicator/Measure	Result	Comments
Planning applications received	419	This excludes withdrawn, not required and lapsed applications and amendments.
Total value of municipal development	\$85.5 million	This value is significantly higher than the rural average which is \$8.23 million.
Increased percentage of planning applications processed within statutory timeframes	97%	No Comparative data. This is the percentage of applications processed within 60 days in 2014/15.
Number and percentage of applications appealed to VCAT	1 and 0.2%	Only 1 application was referred to VCAT.
Number and percentage of VCAT appeals that support Council's decision.	1 and 100%	1 appeal which was referred to VCAT was upheld in favour of Council's decision.
Increased number of planning application decisions made within 60 days	486	This excludes withdrawn, not required and lapsed applications and amendments.

The following statement reviews the progress of Council in relation to major initiatives identified in the 2014/15 budget for the year.

Major Initiatives	Progress
Publicly exhibit/advance a Planning Scheme Amendment to implement the Port Albert Rural Lifestyle Lot Review	In response to an identified community need, rezoning of land on the fringe of Port Albert is being advanced to provide rural lifestyle lot growth opportunities in the township.

The following statement provides information in relation to the services funded in the 2014/15 budget and the persons or sections of the community who are provided the service.

Business area	Description of services provided	Net Cost Actual Budget Variance \$000
Land Use Planning	<p>The Land Use Planning Business Unit is responsible for the provision of the following services:</p> <ul style="list-style-type: none"> - Statutory planning service; - Strategic land use planning service. <p>Many of these services are provided through and driven by legislation. We aim to provide services that satisfy community needs by encouraging and supporting development that meets required standards and is of good design.</p> <p><i>Initiatives</i></p> <ul style="list-style-type: none"> • Prepare an updated outline development plan for North Sale and associated developer contribution regime. 	<p>1,104</p> <p><u>1,216</u></p> <p>112</p>

The following information provides the results of this strategic objective's service performance indicators and measures, including where required, an explanation of material variations.

Service Indicator/Measure	Result	Commentary
Statutory Planning		
<i>Timeliness</i>		
<i>Time taken to decide planning applications</i> [The median number of days between receipt of a planning application and a decision on the application]	52	5 days less than rural average as per Planning Permit Activity Reporting System report.
<i>Service standard</i>		
<i>Planning applications decided within 60 days</i> [Number of planning application decisions made within 60 days / Number of planning application decisions made] x100	97%	Significantly higher than rural average which is 76% as per Planning Permit Activity Reporting System report.
<i>Service cost</i>		
<i>Cost of statutory planning service</i> [Direct cost of statutory planning service / Number of planning applications received]	\$1,944	No material variations.
<i>Decision making</i>		
<i>Council planning decisions upheld at VCAT</i> [Number of VCAT decisions that did not set aside Council's decision in relation to a planning application / Number of VCAT decisions in relation to planning applications] x100	100%	There was only 1 decision referred which was upheld at VCAT.

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Theme 6 - Economy

Strategic Objective: Supported business growth and employment, lifestyle opportunities and a vibrant tourism sector.

To achieve our economic objective we aim to investigate (on behalf of the community) appropriate long term income generating opportunities. We aim to support business (public and private) and tourism activities, and to maximise investment in the Shire. The activities and initiatives for each service category and key strategic activities are described below.

Strategic Indicator/Measure	Result	Comments
Increased local employment rates	Achieved	Reflected through unemployment rate data from Department of Employment, which is 4.8 % as at December 2014. This is lower than both Gippsland average which is 5.6% and Victorian average of 6.5%.
Increased Wellington Shire visitor rates	Achieved	Domestic overnight visitors - 6% increase Domestic visitor nights - 18.1% increase Data is from Destination Gippsland.
Increased Visitor Information Centre visitations	1.1%	This is an increase achieved across three visitor information centres.
Increased population growth in municipality	1.9%	This is based on estimated population figure of 42,220 as at 30th June 2015 (Australian Bureau of Statistics) which indicates 1.9 % increase in population since 2011 Census.
Number of planned Wellington Shire Council business development activities delivered	30	Council run or supported business events.
Increased local business participation in business development activities	1,550	Approximate number of people attending Council run or supported business events.

The following statement reviews the progress of Council in relation to major initiatives identified in the 2014/15 budget for the year.

Major Initiatives	Progress
Continue to advocate for the delivery of Defence Project AIR 5428 at RAAF Base East Sale	Federal Government advice is that the decision on location of the Basic Flying Training School will not be made until the Second Pass Phase of the Tender for Defence Project AIR5428 which is expected in the second half of 2015. Council has been a staunch advocate for East Sale as the natural choice for military aviation training and looks forward to a decision in the near future.

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The following statement provides information in relation to the services funded in the 2014/15 budget and the persons or sections of the community who are provided the service.

Business area	Description of services provided	Net Cost Actual <u>Budget</u> Variance \$000
Economic Development	Council's Economic Development service aims to enhance and grow the diverse economy of this shire and drive key Council Strategic projects.	945 940 (5)
	<p>Business Development This service is responsible for all business and industry development support within Council. The services provided vary widely, from providing advice and referral to start-up businesses to multi-million dollar developments. A key function of Business Development is to link business with Government, and vice versa, facilitating supporting infrastructure and lobbying.</p> <p>Tourism Development This service provides support, direction and guidance for the tourism industry in the Shire. Regional marketing and promotion initiatives are developed in conjunction with industry. Administration oversight is provided to the Visitor Information Centres at Sale, Maffra and Yarram. A key function of the tourism section is the facilitation of industry development, including structures, training and education.</p> <p>Initiatives</p> <ul style="list-style-type: none"> • <i>Implement a coordinated Wellington Shire Events Program with associated funding streams and processes.</i> 	

Theme 7 – Community Wellbeing

Strategic Objective: Enhanced health and wellbeing for the whole community.

To achieve our objective we will identify and promote opportunities that encourage people in our communities to participate in a wide range of activities. We will focus our service delivery on promoting health and wellbeing opportunities for people in our communities. The activities and initiatives for each service category and key strategic activities are described below.

Strategic Indicator/Measure	Result	Comments
Increased opportunity for people to access footpaths and bikeways, tracks and trails.	6.2km	Increased length of 6.2 km of footpaths leaving total length of 253.03 km of Council managed footpaths.
Increased community satisfaction rating for overall performance of recreational facilities	73	2 point increase compared to 2014 result.
Enhanced overall Municipal Emergency Management Planning performance	Achieved	Municipal Emergency Management Plan was successfully endorsed following an external audit.
Support provided to volunteers/ community groups via grants and development opportunities	\$261,783 \$79,923	Community Assistance Grants Quick Response Grants.
Local creative endeavours are supported through grant allocations and other initiatives		
Rates of access and participation in a range of arts and cultural activities	14,902 19,721 362,228	Art Gallery visits. Entertainment Centre visits. Library visits.
Increased percentage of community members as active WSC library members	15.4%	2013/14 result was 17.1%. In February 2015 Sale College withdrew from the shared library arrangement and student library memberships subsequently decreased.
Increased number of visits to WSC aquatic facilities per head of municipal population	4.5	No 2013/14 comparative data.
Decreased time taken to action food complaints	1 day	All food complaints are dealt within 24 hours.

The following statement reviews the progress of Council in relation to major initiatives identified in the 2014/15 budget for the year.

Major Initiatives	Progress
Advance the development of the Port of Sale Cultural Hub in accordance with agreed timelines and budget	\$4.5 million additional funding was attracted from the Australian Government during 2015 to enable inclusion of the Visitor Information Centre and a social enterprise café in the Port of Sale Cultural Hub and significant Port of Sale precinct revitalisation works. Design works for the Port of Sale Cultural Hub have progressed to concept design stage. Demolition works contract for the former civic centre building has been tendered following relocation of Council staff to new corporate headquarters in Desailly Street, Sale and relocation of the Council Chamber and the Gippsland Art gallery to neighbouring temporary leased premises.
Ensure the Library Service within the Yarram District Hub commences on time and on budget	The library service within the new Yarram Hub commenced 30 October, on time and on budget. The library staff are working closely with all other staff and services at the Hub to optimise community benefit.
Complete the Sale Memorial Hall Master Plan	The Sale Memorial Hall Masterplan is nearing completion after extensive consultation across all stakeholders including the Committee of Management, the general community, Council staff and Councillors. Expected completion is September 2015.
Review and audit the Municipal Emergency Management Plan	The Municipal Emergency Management Plan was audited on 12 January 2015 and passed audit.
Ensure implementation of municipal responsibilities for 2014/15 in the Healthy Wellington Action Plan	Healthy Wellington achievements: <ul style="list-style-type: none"> - Volunteers Week celebration March 2015. - A six month training calendar was produced for volunteers and community leaders. - White Ribbon Day event held in November 2015 focussing on the role of a bystander in challenging sexism. - Promoted Walk to School Month in October 2014, Maffra Primary school ranked second in the Eastern Victoria region. - In 2014, 1.75% of the Wellington population participated in Active April. This increased in 2015 to 2.28%, which is higher than the Victorian average of 1.86% (2015). - Sixty seven individuals and agencies are involved in implementing actions in the plan.
Ensure the early years' service at the Yarram District Hub commences on time and on budget	Yarram Early Learning Centre opens on 13 July 2015 following six months of intense planning, the establishment of an incorporated association, receiving legislative approvals and developing a business model.

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The following statement provides information in relation to the services funded in the 2014/15 budget and the persons or sections of the community who are provided the service.

Business area	Description of services provided	Net Cost Actual Budget Variance \$000
Community Wellbeing	<p>Community Wellbeing Business Unit provides opportunities for communities to work in partnerships with local government to achieve identified priorities. The unit works to ensure all members of the community have equal opportunity to participate in community activities. Special focus is given to those who have traditionally remained marginalised such as the young, elderly, disabled and transport disadvantaged</p> <p>Services include:</p> <ul style="list-style-type: none"> • Community Planning • Access and Inclusion • Youth Liaison • Transport Project • Arts Development <p>Initiatives</p> <ul style="list-style-type: none"> • Facilitate delivery of two key outcomes in the Community Engagement Strategy implementation plan. • Ensure implementation of the 2014/15 actions identified in the Municipal Early Years Action Plan. • Ensure implementation of 2014/15 actions identified in relation to the Access and Inclusion Plan. • Support the implementation of Youth Council 2014 action plan and the development and implementation of the 2015 Youth Council action plan. 	<p>1,628</p> <p>1,747</p> <p>119</p>
Arts and Culture	<p>The Arts and Culture Business Unit assists in the development of a vibrant, culturally active community that promotes expression and participation through visual, literary and performing arts; informs and educates the community on various aspects of the arts; enhances the lifestyle of Wellington residents; and encourages visitors to explore the heritage and culture of the region.</p> <p>Services include:</p> <ul style="list-style-type: none"> • Gippsland Art Gallery • Libraries • Esso BHP Billiton Wellington Entertainment Centre <p>Initiatives</p> <ul style="list-style-type: none"> • Ensure the 2014/15 actions in the Arts and Culture Strategy are allocated to appropriate business units for implementation • Implement the 2014/15 actions in the Access and Inclusion Plan that are the responsibility of the Arts and Culture unit 	<p>2,141</p> <p>2,059</p> <p>(82)</p>

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Healthy Lifestyles	The Healthy Lifestyles Business Unit provides services and functions directed at fostering a healthier and more active community. Healthy Lifestyles achieves this through community infrastructure planning, the support to community committees and the facilitation and provision of a range of recreation, fitness and community activities and programs.	2,658 <u>3,037</u> <u>379</u>
	<p>Services include:</p> <ul style="list-style-type: none"> • Planning for and supporting recreation facilities that encourage the community to participate in physical and general wellbeing activities. • Managing Council's pools, gymnasium and fitness facilities • Planning for the development of community infrastructure that addresses community service needs. <p>Initiatives</p> <ul style="list-style-type: none"> • <i>Complete all Level 3 Recreation Master Plans.</i> 	
Emergency Management	The Emergency Management team coordinates Council's emergency management responsibilities ensuring the organisation has the skills and capacity to respond appropriately to emergencies and facilitates a coordinated shire approach through the Municipal Emergency Management Planning Committee	160 <u>477</u> <u>317</u>
	<p>Initiatives</p> <ul style="list-style-type: none"> • <i>Ensure implementation of all municipal responsibilities identified in the Municipal Emergency Management Plan 2014/15.</i> 	

The following information provides the results of this strategic objective's service performance indicators and measures, including where required, an explanation of material variations.

Strategic Indicator/Measure	Result	Comments
Aquatic Facilities		
<i>Service standard</i>		
<i>Health inspections of aquatic facilities</i> [Number of authorised officer inspections of Council aquatic facilities / Number of Council aquatic facilities]	100%	All indoor and outdoor pools are inspected at least once a year.
<i>Reportable safety incidents at aquatic facilities</i> [Number of WorkSafe reportable aquatic facility safety incidents]	1	No material variations.
<i>Service cost</i>		
<i>Cost of indoor aquatic facilities</i> [Direct cost of indoor aquatic facilities less income received / Number of visits to indoor aquatic facilities]	\$4	Net cost of Sale outdoor pool is also included in cost of indoor aquatic facilities as there is no current mechanism in place to distinguish attendance between Sale indoor and outdoor aquatic facilities.
<i>Cost of outdoor aquatic facilities</i> [Direct cost of outdoor aquatic facilities less income received / Number of visits to outdoor aquatic facilities]	\$18	Cost of outdoor aquatic facilities is comprised of net costs of five rural pools in Maffra, Heyfield, Yarram, Rosedale and Stratford. Net cost of Sale outdoor pool is excluded.
<i>Utilisation</i> <i>Utilisation of aquatic facilities</i> [Number of visits to aquatic facilities / Municipal population]	4.5	Figure shows the utilisation of Sale indoor pools and outdoor pools in Sale, Maffra, Yarram, Rosedale, Heyfield and Stratford.
Libraries		
<i>Utilisation</i> <i>Library collection usage</i> [Number of library collection item loans / Number of library collection items]	2.5	In February 2015 Sale College withdrew from shared library management system and it will take some time to recover student memberships lost as part of this transition. This has had an impact on our active membership and collection usage data.
<i>Resource standard</i> <i>Standard of library collection</i> [Number of library collection items purchased in the last 5 years / Number of library collection items] x100	35.8%	<ul style="list-style-type: none"> • A large proportion of our collection is greater than 10 years of age. • Measures to reduce this have been undertaken and will continue in 2015/16. • We will continue to secure items relating to local history and build this collection without discards and this will impact on standard of collection measure into the future. • Costs to replace physical stock increasing

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Service cost		
<i>Cost of library service</i> (Direct cost of the library service / Number of visits)	\$3.2	No material variations.
Participation		
<i>Active library members</i> (Number of active library members / Municipal population) x100	15.4%	In February 2015 Sale College withdrew from shared library management system and it will take some time to recover student memberships lost as part of this transition. This has had an impact on our active membership and collection usage data.

6.0 Governance, Management and Other Information

6.1 Governance

Wellington Shire Council is constituted under the *Local Government Act, 1989* to provide leadership for the good governance of the municipal district and local community. Council has a number of roles including:

- Taking into account the diverse needs of the local community in decision-making.
- Providing leadership by establishing strategic objectives and monitoring achievements.
- Ensuring that resources are managed in a responsible and accountable manner.
- Advocating the interests of the local community to other communities and levels of government.
- Fostering community cohesion and encouraging active participation in civic life.

Council is committed to effective and sustainable forms of democratic and corporate governance as the key to ensuring that Council and its administration meet the community's priorities. The community has many opportunities to provide input into Council's decision-making processes including community consultation, public forums such as community meetings and the ability to make submissions to Special Committees of Council.

Council's formal decision-making processes are conducted through Council Meetings and Special Committees of Council. Council delegates the majority of its decision-making to Council staff and these delegations are exercised in accordance with adopted Council policies and relevant legislation.

6.1.1 Meetings of Council

Council conducts open public meetings on the first and third Tuesday of each month. Members of the community are welcome to attend these meetings and observe from the gallery. Council meetings also provide the opportunity for community members to submit a question to Council, make a submission or speak to an item.

Council held the following meetings during 2014/15:

- 22 Ordinary Council Meetings.
- 0 Special Council Meetings.

6.1.2 Councillor Meeting Attendance 2014/15

Councillor	Ordinary Council Meeting	Special Council Meeting	Total
Cr Carolyn Crossley (Mayor)	22	-	22
Cr John Duncan (Deputy Mayor)	20	-	20
Cr Patrick McIvor	22	-	22
Cr Bob Wenger	22	-	22
Cr Peter Cleary	21	-	21
Cr Emille Davine	20	-	20
Cr Malcolm Hole	19	-	19
Cr Daren McCubbin	19	-	19
Cr Scott Rossetti	19	-	19

6.1.3 Special Committees

The *Local Government Act, 1969* allows for the establishment of one or more Special Committees consisting of:

- Councillors
- Council staff
- Other persons
- Any combination of the above.

The following lists all current Special Committees of Wellington Shire Council and their purpose.

Special Committee	Councillors	Officers	Other	Purpose
Briarolong Quarry Reserve Committee	1	-	-	To protect, promote and develop the Briarolong Quarry Reserve.
Briarolong Recreation Reserve Committee	1	-	-	To protect, promote and develop the Briarolong Recreation Reserve.
Cameron Sporting Complex Committee	1	-	-	To protect, promote and develop the Cameron Sporting Complex, Maffra.
Gordon Street Reserve Committee	1	-	-	To protect, promote and develop the Gordon Street Reserve, Heyfield.
Maffra Recreation Reserve Committee	2	-	-	To protect, promote and develop the Maffra Recreation Reserve.
Newry Recreation Reserve Committee	2	-	-	To protect, promote and develop the Newry Recreation Reserve.
Sale Performance Space Fundraising Committee	1	3	-	To maintain a public fund into which the public may contribute towards the construction, maintenance, upgrade and expansion of Council owned cultural spaces, facilities and equipment. To maintain a public fund into which the public may contribute towards cultural activities, programs and events conducted by Wellington Shire Council through Wellington Shire Council owned cultural spaces and facilities. To coordinate fundraising activities on behalf of Wellington Shire Council owned cultural spaces and facilities. To obtain all necessary permits and approvals required for eligible fundraising activities.

6.1.4 Code of Conduct

The *Local Government Act, 1989* requires councils to develop and approve a Councillor Code of Conduct within 12 months after each general election. On 17 September 2013, Council adopted a revised Councillor Code of Conduct which aims to:

- Assist Councillors to maintain the highest standards of conduct and behaviour as well as provide a means to deal with problems they may encounter.
- Attract the highest level of confidence from Council's stakeholders.
- Assist the Mayor and Councillors to discharge the responsibilities of their public office appropriately.

In addition to setting out the Councillor Conduct Principles, the Code also outlines:

- Other conduct definitions under the *Local Government Act, 1989* such as those relating to misuse of position, improper direction, breach of confidentiality and conflict of interest.
- Representatives on Behalf of Council.
- Breaches of the Code of Conduct or Conduct Principles.
- Roles and relationships.
- Dispute resolution procedures.

6.1.5 Conflict of Interest

Councillors are elected by Wellington Shire residents and non-residential ratepayers to act in the best interests of the community. When a Council delegates its powers to a Council officer or a Committee, they must act in the public interest.

A conflict of interest occurs when a personal or private interest might compromise the ability to act in the public interest and exists even if no improper act results from it. Council has a standard procedure for all Council and Committee meetings requiring the declaration of a conflict of interest and then stepping aside from the relevant decision-making process or from the exercise of public duty. During 2014/15, twelve conflicts of interest were declared at Council and Special Committee meetings.

6.1.6 Councillor Allowances

In accordance with Section 74(1) of the *Local Government Act 1989*, Councillors are entitled to receive an allowance while performing their duty as a Councillor. The Mayor is also entitled to receive a higher allowance.

The Victorian Government sets the upper and lower limits for all allowances paid to Councillors and Mayors, divided into three categories based on the income and population of each Council and in this instance Wellington Shire Council is recognised as a category two council.

For the period 1 July 2014 to 23 December 2014, the Councillor annual allowance for a category 2 Council (as defined by the *Local Government Act 1989*) was fixed at \$22,965 per annum and the allowance for the Mayor was \$71,058 per annum. The Minister for Local Government approved an annual adjustment of 2.5 per cent to take effect from 24 December 2014. The annual allowances were adjusted for the period 24 December 2014 to 30 June 2015 to \$23,539 per annum for the Councillor allowance and \$72,834 per annum for the Mayoral allowance.

This table contains a summary of the allowances paid to each Councillor during the 2014/15 year.

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Councillor	Allowance \$
Cr Carolyn Crossley (Mayor 6 November 2014 to 30 June 2015)	60,471
Cr John Duncan (Deputy Mayor 6 November 2014 to 30 June 2015)	25,512
Cr Patrick McIvor (Deputy Mayor 1 July 2014 to 5 November 2014)	25,512
Cr Bob Wenger	25,512
Cr Peter Cleary	25,512
Cr Emilie Davine	25,512
Cr Malcolm Hole	25,512
Cr Darren McCubbin	25,512
Cr Scott Rossetti (Mayor 1 July 2014 to 5 November 2014)	43,980

Note: Allowances include an amount equivalent to a superannuation contribution of 9.5%.

6.1.7 Councillor Expenses

In accordance with Section 75 of the *Local Government Act, 1989* Council is required to reimburse a Councillor for expenses incurred whilst performing his or her duties as a Councillor. Council is also required to adopt and maintain a policy in relation to the reimbursement of expenses for Councillors. The policy provides guidance for the payment of reimbursements of expenses and the provision of resources, facilities and other support to the Mayor and Councillors to enable them to discharge their duties.

The details of Councillor expenses for the 2014/15 year are shown below.

Councillor	Travel	Car Mileage	Child Care	Info and Comm.	Conf. and Training	Total
	\$	\$	\$	\$	\$	\$
Cr Carolyn Crossley (Mayor 6 November 2014 to 30 June 2015)	2,136	2,408	-	834	1,710	7,088
Cr John Duncan (Deputy Mayor 6 November 2014 to 30 June 2015)	1,025	-	-	1,748	180	2,953
Cr Patrick McIvor (Deputy Mayor 1 July 2014 to 5 November 2014)	-	-	-	972	911	1,883
Cr Bob Wenger	3,320	3,638	-	1,961	6,891	15,810
Cr Peter Cleary	2,534	-	-	453	955	3,942
Cr Emilia Davine	247	-	1,408	1,581	841	4,077
Cr Malcolm Hole	6,484	-	-	1,795	7,682	15,961
Cr Darren McCubbin	1,714	-	-	1,246	187	3,147
Cr Scott Rossetti (Mayor 1 July 2014 to 5 November 2014)	472	1,055	973	1,171	4,074	7,745

Note: No expenses were paid by Council, including reimbursements, to members of Council Committees during the year.

6.2 Management

Having strong governance and management frameworks leads to better decision making by Council. The *Local Government Act, 1989* requires Council to undertake an assessment against the prescribed governance and management checklist and include this in its Report of Operations. Council's Governance and Management Checklist results are set out in the section below. The following items have been highlighted as important components of the management framework.

6.2.1 Audit Committee

The Audit Committee's role is to oversee and monitor the effectiveness of Council in carrying out its responsibilities for accountable financial management, good corporate governance, maintaining an effective system of internal control and risk management and fostering an ethical environment. The Audit Committee consists of three independent members, Mr Peter Craighead (Chair), Mr Alan Hall and Mr Graeme Coull, and two Councillors. Independent members are appointed for a three-year term. The chair is elected from amongst the independent members.

The Audit Committee meets at least four times per year. The Internal Auditor, Chief Executive Officer, Director Corporate Services and Manager Finance attend all Audit Committee meetings. Other management representatives attend as required to present reports. Each year the external auditors provide an external audit plan and independent audit report.

Recommendations from each Audit Committee meeting are subsequently reported to, and considered by Council.

The Committee met on four occasions during 2014/15, providing advice to Council on a wide range of issues including:

- Council's Financial Performance Reporting for 2014/15.
- The draft Financial, Standard and Performance Statements for 2013/14.
- The draft revised Council Plan 2013-17 and draft Budget 2015/16.
- The internal audit process.

6.2.2 Internal Audit

Council's internal audit function provides independent and objective assurance that the appropriate processes and controls are in place across Council. The function is undertaken by an independent external provider. A risk based three-year Strategic Internal Audit Plan (SIAP) is revised annually to ensure the audit resources remain focused on the appropriate areas. The review process considers Council's risk framework, the Council Plan, the impact of any change to operations, systems or the business environment; prior audit coverage and outcomes and management input. The SIAP is reviewed and approved by the Audit Committee annually.

The Internal Auditor attends each Audit Committee meeting to report on the status of the SIAP, to provide an update on the implementation of audit recommendations and to present findings of completed reviews. All audit issues identified are risk rated. Recommendations are assigned to the responsible Manager and tracked in Council's performance management system. Managers provide quarterly status updates that are reviewed by the Audit Committee.

The SIAP for 2014/15 was completed with the following reviews conducted:

- Review of the Status of Audit Recommendations.
- Emergency Management.
- Performance Reporting.
- Budget Development and Management.
- Management of Infrastructure Assets.

6.2.3 External Audit

Council is externally audited by the Victorian Auditor-General. For the 2014/15 year the annual external audit of Council's Financial Statements and Performance Statement was conducted by the Victorian Auditor-General's representative. The external auditors attend the May and August Audit Committee meetings to present the annual audit plan and Independent Audit Report. The external audit management letter and responses are also provided to the Audit Committee.

6.2.4 Risk Management

In December 2014, Council reviewed its Risk Management Policy in line with current best practice in the management of business enterprise risks and current AS/NZS 31000 standards. The Risk Management Policy addresses items such as:

- Financial and economic risk.
- Ethics and corporate image
- Product and service delivery
- Leadership and corporate governance.
- Technology and information management.
- Assets and security
- Procurement.
- Organisational wide strategic risk.

Council's risk management objectives are to:

- Integrate risk management practices into all of Council's work practices.
- Promote and support best practice risk management throughout Council.
- Equip staff and management with the knowledge and ability to identify, analyse and prioritise areas of risk to Council.
- Implement effective processes to reduce and/or eliminate high-level risk.
- Continuously improve risk assessment, monitoring and reporting standards.
- Allow for the effective allocation and use of resources.
- Provide a basis for higher standards of accountability through the creation of effective performance objectives and measurement of performance against these objectives.
- Manage appropriate cover and minimise costs associated with insurance and litigation

6.3 Governance and Management Checklist

The following are the results in the prescribed form of Council's assessment against the prescribed Governance and Management checklist.

Governance and Management Items	Assessment
1 Community Engagement Policy (policy outlining Council's commitment to engaging with the community on matters of public interest)	Currently under development as part of the review of the Community Engagement Strategy 2011-15.
2 Community Engagement Guidelines (guidelines to assist staff to determine when and how to engage with the community)	Identified as Community Engagement Strategy 2011-15 which is currently being reviewed. A draft strategy is being trialled before being adopted by Council. Date of adoption: 21 June 2011
3 Strategic Resource Plan (Section 126 of the <i>Local Government Act, 1989</i> outlining the financial and non-financial resources required for at least the next 4 financial years)	Adopted in accordance with Section 126 of the <i>Local Government Act, 1989</i> . Date of adoption: 16 June 2015
4 Annual Budget (Section 130 of the <i>Local Government Act, 1989</i> setting out the services to be provided and initiatives to be undertaken over the next 12 months and the funding and other resources required)	Adopted in accordance with Section 130 of the <i>Local Government Act 1989</i> . Date of adoption: 16 June 2015
5 Asset Management Plans (plans that set out the asset maintenance and renewal needs for key infrastructure asset classes for at least the next 10 years)	Multiple Plans. Date of operation of current plans: Open Space - October 2009 Property - October 2005 Road - 6 August 2004 (Road AMP incorporates bridge, footpath and drainage assets)
6 Rating Strategy (strategy setting out the rating structure of Council to levy rates and charges)	Strategy adopted. Date of operation of current strategy: 17 March 2015
7 Risk Policy (policy outlining Council's commitment and approach to minimising the risks to Council's operations)	Risk Management Policy included in Council Policy Manual. Date of operation of current policy: 3 February 2015
8 Fraud Policy (policy outlining Council's commitment and approach to minimising the risk of fraud)	Fraud Control Policy included in Council Policy Manual. Date of operation of current policy: 3 February 2015
9 Municipal Emergency Management Plan (plan under Section 20 of the <i>Emergency Management Act, 1986</i> for emergency prevention, response and recovery)	Prepared and maintained in accordance with Section 20 of the <i>Emergency Management Act, 1986</i> . Date of operation: 1 December 2014 This was reviewed in November/December 2014 and externally audited in January 2015.

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<p>10 Procurement Policy (policy under Section 186A of the <i>Local Government Act, 1989</i> outlining the matters, practices and procedures that will apply to all purchases of goods, services and works)</p>	<p>Prepared and approved in accordance with Section 186A of the <i>Local Government Act, 1989</i>. Procurement policy included in Council Policy Manual. Date of operation of current policy: 3 February 2015</p>
<p>11 Business Continuity Plan (plan setting out the actions that will be undertaken to ensure that key services continue to operate in the event of a disaster)</p>	<p>Existing document is currently being reviewed. Date of operation : 4 December 2014</p>
<p>12 Disaster Recovery Plan (plan setting out the actions that will be undertaken to recover and restore business capability in the event of a disaster)</p>	<p>Existing document is currently being reviewed. Date of operation : 4 December 2014</p>
<p>13 Risk Management Framework (framework outlining the organisation's approach to managing risks to the Council's operations)</p>	<p>Risk Management Strategy 2012-2015 is currently being reviewed. Date of operation of current strategy ; 18 December 2012</p>
<p>14 Audit Committee (advisory committee of Council under Section 139 of the <i>Local Government Act, 1989</i> whose role is to oversee the integrity of Council's financial reporting, processes to manage risks to the Council's operations and for compliance with applicable legal, ethical, and regulatory requirements)</p>	<p>Established in accordance with Section 139 of the <i>Local Government Act, 1989</i>. The Audit Committee has been in operation since February 1996 (based on available evidence) Date of establishment: February 1996</p>
<p>15 Internal Audit (independent accounting professionals engaged by the Council to provide analyses and recommendations aimed at improving Council's governance, risk and management controls)</p>	<p>Initial date of engagement of current provider: 1 March 2012 with contract extended until 1 March 2016.</p>
<p>16 Performance Reporting Framework (a set of indicators measuring financial and non-financial performance, including the performance indicators referred to in Section 131 of the <i>Local Government Act, 1989</i>)</p>	<p>Date of operation of current framework: 1 July 2014</p>
<p>17 Council Plan Reporting (report reviewing the performance of Council against the Council Plan, including the results in relation to the strategic indicators, for the first six months of the financial year)</p>	<p>Quarterly reporting against Council Plan Highlights. Date reports presented: 15 July 2014, 21 October 2014 3 February 2015, 21 April 2015</p>
<p>18 Financial Reporting (quarterly statements to Council under Section 138 of the <i>Local Government Act, 1989</i> comparing budgeted</p>	<p>Statements presented to the Council in accordance with Section 138(1) of the <i>Local Government Act, 1989</i>. Date statements presented:</p>

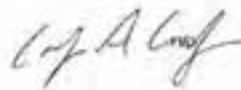
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revenue and expenditure with actual revenue and expenditure)	15 July 2014, 21 October 2014 3 February 2015, 21 April 2015
19 Risk Reporting (minimum six-monthly reports of strategic risks to Council's operations, their likelihood and consequences of occurring and risk minimisation strategies)	Quarterly Reports. Date of reports: 15 July 2014, 21 October 2014 3 February 2015, 21 April 2015
20 Performance Reporting (minimum six-monthly reports of indicators measuring the results against financial and non-financial performance, including performance indicators referred to in Section 131 of the <i>Local Government Act, 1989</i>)	Quarterly Reports. Date of reports: 15 July 2014, 21 October 2014 3 February 2015, 21 April 2015
21 Annual Report (annual report under Sections 131, 132 and 133 of the <i>Local Government Act, 1989</i> to the community containing a report of operations and audited financial and performance statements)	Considered at a meeting of Council in accordance with Section 134 of the <i>Local Government Act, 1989</i> . Date statements presented: 16 September 2014
22 Councillor Code of Conduct (Code under Section 76C of the <i>Local Government Act, 1989</i> setting out the conduct principles and the dispute resolution processes to be followed by Councillors)	Reviewed in accordance with Section 76C of the <i>Local Government Act, 1989</i> Date reviewed: 17 September 2013
23 Delegations (a document setting out the powers, duties and functions of Council and the Chief Executive Officer that have been delegated to members of staff)	Reviewed in accordance with Section 98(6) of the <i>Local Government Act, 1989</i> Date reviewed: 5 March 2015
24 Meeting Procedures (a local law governing the conduct of meetings of Council and special committees)	Local law No 1, Meeting procedures made in accordance with Section 91(1) of the <i>Local Government Act, 1989</i> Date local law made: 6 November 2014

I certify that this information presents fairly the status of Council's governance and management arrangements.



David Morcom
Chief Executive Officer
Dated: 29 September 2015



Cr Carolyn Crossley
Mayor
Dated: 29 September 2015

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6.4 Statutory Information

The following information is provided in accordance with legislative and other requirements of Council.

6.4.1 Documents Available for Public Inspection

In accordance with Part 5 of the *Local Government (General) Regulations 2004* the following lists the prescribed documents that are available for inspection or which can be obtained for the purposes of Section 222 of the *Local Government Act, 1989* at 18 Desailly Street, Sale:

- Details of current allowances for the Mayor and Councillors.
- Details of Senior Officers' total salary packages for the current financial year and the previous year.
- Details of overseas or interstate travel (with the exception of interstate travel by land for less than three days) undertaken in an official capacity by Councillors or any member of Council staff in the previous 12 months.
- Names of Council officers who were required to submit a return of interest during the financial year and the dates the returns were submitted.
- Names of Councillors who submitted returns of interest during the financial year and the dates the returns were submitted.
- Agendas for and minutes of ordinary and special meetings held in the previous 12 months except if the minutes relate to parts of meetings which have been closed to members of the public.
- A list of all Special Committees established by Council and the purpose for which each committee was established.
- A list of all Special Committees established by the Council which were abolished or ceased to function during the financial year.
- Minutes of meetings of special committees held in the previous twelve months except if the minutes relate to parts of meetings which have been closed to members of the public.
- A register of delegations.
- Submissions received in accordance with Section 223 of the *Local Government Act, 1989* during the previous 12 months.
- Details of all property, finance and operating leases involving land, buildings, plant, computer equipment or vehicles entered into by the Council as lessor or lessee, including the name of the other party to the lease and the terms and the value of the lease.
- A register of authorised officers.
- A list of donations and grants made by the Council during the financial year.
- A list of the names of the organisations of which Council was a member during the financial year and details of all membership fees and other amounts and services provided during that year to each organisation by the Council.
- A list of contracts valued at \$150,000 or more which Council entered into during the financial year without first engaging in a competitive process.

6.4.2 Best Value

In accordance with Section 208B(f) of the *Local Government Act, 1989* at least once every year a Council must report to its community on what it has done to ensure that it has given effect to the Best Value Principles. Wellington Shire Council incorporates the Best Value Principles through regular business planning and performance monitoring processes and through a commitment to continuous improvement and business excellence. To further support our commitment to the Best Value Principles, in 2014/15 Council undertook an extensive review of all services, including the examination of key activity areas, service levels and key performance indicators.

6.4.3 Carers Recognition

Wellington Shire Council complies with the responsibilities outlined in the *Carers Recognition Act, 2012* by providing flexibility for staff who are responsible for the care of others.

As part of its commitment to provide staff with opportunities to better balance work-life and external commitments, Council endorses Workplace Flexibility to support family friendly and flexible working provisions for all employees including ensuring that all employees and contractors are informed about the principles, obligations and provisions of carers recognition by:

- Addressing carers recognition through the organisation's staff induction program.
- Providing a policy for Individual Workplace Flexibility Arrangements for the purpose of maintaining work-life balance, or to cater for family/parental and/or other external responsibilities.
- Enabling staff to vary start and finish times or by taking additional planned leave in order to meet their caring commitments.
- A policy which enables staff to work from home, for a short period, to accommodate the care of an immediate family member. This is assessed on a case-by-case basis.

6.4.4 Contracts

During the year Council did not enter into any contracts valued at \$150,000 or more without first engaging in a competitive process.

6.4.5 Disability Action Plan

Wellington Shire Council has an Access and Inclusion Strategy 2012-15 and accompanying action plan which incorporates a Disability Action Plan. The following actions have been implemented in 2014/15:

- Portable audio/hearing loops have been installed at the Sale and Yarram Customer Service Centres.
- Communication boards for people with limited or no speech have been developed for use in an emergency relief centre and are available at Aqua Energy, Gippsland Regional Sports Complex and Council Customer Service Centres.
- The Wellington Access and Inclusion Advisory Group (WAIAG) is providing input on access and inclusion issues as part of the Port of Sale redevelopment project.
- Software has been purchased and made available to Council staff to be able to convert written documents into audio format for those with limited or no vision.
- Wellington Shire libraries have completed access and inclusion audits with a list of recommendations which are currently being implemented.

6.4.6 Domestic Animal Management Plan

In June 2014 a major revision of Wellington Shire Council's Domestic Animal Management Plan was completed, adopted by Council and submitted to the Animal Welfare Bureau of the Department of Primary Industries.

The primary objective of the plan is to provide strategy to guide the community towards the goal of responsible pet ownership and to assist Wellington Shire Council to achieve a professional, consistent and proactive approach to domestic animal management practices.

The Plan has been developed in accordance with the *Domestic Animal Act, 1994* and outlines the services, programs and policies that are required to meet the requirements of this Act.

6.4.7 Food Act Ministerial Directions

In accordance with Section 7E of the *Food Act, 1984*, Council did not receive any Ministerial Directions.

6.4.8 Freedom of Information

In accordance with Sections 7(4AA)(a) and 7(4AA)(b) of the *Freedom of Information Act 1982*, Council is required to publish certain statements in their annual report or separately such as on its website, concerning its functions and information which is publicly available. Council has chosen to publish the statements separately however provides the following summary of the application and operation of the *Freedom of Information Act, 1982*.

The *Freedom of Information Act 1982* was created to promote openness, accountability and transparency in the Victorian public service by giving the public the right to request access to government information.

Access to 'documents' may be obtained through written request to the Freedom of Information Officer, as detailed in Section 17 of the *Freedom of Information Act 1982*. The word 'documents' covers a broad range of media including maps, films, microfiche, photographs, computer printouts, emails, faxes, computer discs, tape recordings and videotapes.

Freedom of Information applications must:

- be in writing;
- provide a clear description of the documents being requested to enable relevant documents to be identified and located;
- include the application fee or evidence that the applicant qualifies to have the application fee waived (hardship); and
- be made to the agency that holds the documents the applicant is seeking.

If the documents are about the applicant's personal affairs, the applicant should provide evidence of their identity. For example, a photocopy or electronic copy of their current Drivers Licence.

The agency must make a decision whether to grant access to the documents within 45 days after receiving the request. The agency may determine that the document is exempt, the document does not exist or cannot be located or that further clarification from the applicant is required. Any exemptions must be in accordance with the *Freedom of Information Act, 1982*.

This Act sets out a number of situations in which an agency may refuse a person access to the documents they have requested. The main situations are requests for documents:

- which affect the personal affairs of another person;
- which are commercially confidential;
- which would undermine law enforcement; or
- which contain information supplied in confidence.

In addition to the application fee, access charges may also apply as determined by the *Freedom of Information (Access Charges) Regulations 2014*. Access charges relate to the costs incurred in granting access to the documents that have been requested. For example, search time and photocopying charges.

Further information regarding Freedom of Information can be found on Wellington Shire Council's website www.wellington.vic.gov.au or at www.foi.vic.gov.au.

6.4.9 Protected Disclosure Procedures

In accordance with Section 69 of the *Protected Disclosure Act, 2012* a Council must include in their annual report information about how to access the procedures established by the Council under Part 9 of that Act. It is also required to provide certain information about the number and types of protected disclosures complaints investigated during the financial year.

The *Protected Disclosure Act 2012* commenced operation on 19 February 2013, replacing the *Whistleblowers Protection Act, 2001* and established the Independent Broad-based Anti-Corruption Commission (IBAC) as part of a new integrity system for Victoria. It aims to ensure openness and accountability in government by encouraging people to disclose improper conduct within the public sector, including Wellington Shire Council, its employees and Councillors, and to provide protection for people who make disclosures. Procedures on how to make a disclosure are publicly available on Council's website.

During the 2014/15 year no disclosures were notified to Council officers appointed to receive disclosures, or to IBAC.

6.4.10 Road Management Act Ministerial Direction

In accordance with Section 22 of the *Road Management Act, 2004*, Council must publish a copy or summary of any Ministerial direction in its annual report. No such Ministerial Directions were received by Council during the financial year.

6.4.12 Victorian Local Government Indicators

The Victorian Government requires all Victorian councils to measure and annually report against 11 Victorian Local Government Indicators (VLGIs). These indicators provide information regarding expenditure, cost of services and infrastructure provision, customer satisfaction and governance. The following table presents the results of the VLGIs for the 2014/15 year.

Indicator	Calculation	2013/14	2014/15
1. Average rates and charges per assessment	Total rates and charges receivable at beginning of year/Number of assessments in the adopted budget	\$1,395.87	\$1,471.55
2. Average residential rates and charges per assessment	Rates and charges declared for residential assessments receivable at beginning of year/Number of residential assessments in the adopted budget	\$1,080.15	\$1,122.10
3. Average liabilities per assessment	Total liabilities/Number of assessments in the adopted budget	\$880.38	\$830.69
4. Operating result per assessment	Net surplus/Number of assessments in the adopted budget	\$4.31	\$362.09
5. Average operating expenditure per assessment	Operating expenditure/Number of assessments in adopted budget	\$2,199.67	\$2,256.45
6. Community satisfaction rating for overall performance generally of Council	Result from the Annual Local Government Community Satisfaction Survey	64	63
7. Average capital expenditure per assessment	Capital expenditure/ Number of assessments in the adopted budget	\$707.55	\$734.55
8. Renewal gap	Capital renewal/Average annual asset consumption	59%	64%
9. Renewal and maintenance gap	Capital renewal and maintenance/Average annual asset consumption plus planned maintenance	76%	78%
10. Community satisfaction rating for Council's advocacy and community representation on key local issues	Result from the Annual Local Government Community Satisfaction Survey	57	58

11. Community satisfaction rating for Council's engagement in decision making on key local issues	Result from the Annual Local Government Community Satisfaction Survey	60	59
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WELLINGTON SHIRE COUNCIL

Performance Statement

For the year ended 30 June 2015

Performance Statement

For the year ended 30 June 2015

Description of municipality

Wellington Shire is the third largest municipality in Victoria, covering an area of 10,924 square kilometres in Central Gippsland, and includes the internationally significant Gippsland Lakes and Wetlands and the Ninety Mile Beach.

With a population of 41,440* Wellington Shire Council comprises a wide variety of industry and business contributing to the local economy including mining, offshore oil and gas extraction, primary production and agriculture, tourism and service industries, manufacturing and construction, retail, healthcare, education, arts and recreation and community services. In addition, RAAF Base East Sale is a major air and ground training base and home to the famous Roulettes, Central Flying School, the Officers' Training School and the schools of Air Warfare and Air Traffic Control.

*2011 Census

Sustainable Capacity Indicators For the year ended 30 June 2015

<i>Indicator / measure</i>	Results 2015	Material Variations
Own-source revenue <i>Own-source revenue per head of municipal population</i> [Own-source revenue / Municipal population]	\$1,395	No material variations
Recurrent grants <i>Recurrent grants per head of municipal population</i> [Recurrent grants / Municipal population]	\$503	On 30 June 2015, the Commonwealth Government remitted an advance payment of \$6.07 million for the 2015/16 Financial Assistance Grants, which has had a significant impact on this indicator.
Population <i>Expenses per head of municipal population</i> [Total expenses / Municipal population]	\$1,777	No material variations
<i>Infrastructure per head of municipal population</i> [Value of infrastructure / Municipal population]	\$16,727	No material variations
<i>Population density per length of road</i> [Municipal population / Kilometres of local roads]	13.6	No material variations
Disadvantage <i>Relative socio-economic disadvantage</i> [Index of Relative Socio-economic Disadvantage by decile]	4	No material variations

Definitions

"adjusted underlying revenue" means total income other than—

- (a) non-recurrent grants used to fund capital expenditure; and
- (b) non-monetary asset contributions; and
- (c) contributions to fund capital expenditure from sources other than those referred to in paragraphs (a) and (b)

"infrastructure" means non-current property, plant and equipment excluding land

"local road" means a sealed or unsealed road for which the council is the responsible road authority under the Road Management Act 2004

"population" means the resident population estimated by council

"own-source revenue" means adjusted underlying revenue other than revenue that is not under the control of council (including government grants)

"relative socio-economic disadvantage", in relation to a municipality, means the relative socio-economic disadvantage, expressed as a decile for the relevant financial year, of the area in which the municipality is located according to the Index of Relative Socio-Economic Disadvantage (Catalogue Number 2033.0.55.001) of SEIFA.

"SEIFA" means the Socio-Economic Indexes for Areas published from time to time by the Australian Bureau of Statistics on its internet website

"unrestricted cash" means all cash and cash equivalents other than restricted cash.

Service Performance Indicators
For the year ended 30 June 2015

<i>Indicator / measure</i>	Results 2015	Material Variations
Governance Satisfaction Satisfaction with council decisions [Community satisfaction rating out of 100 with how council has performed in making decisions in the interest of the community]	58	6 points higher than Large Rural Council average and 1 point higher than 2014 result
Statutory Planning Decision making Council planning decisions upheld at VCAT [Number of VCAT decisions that did not set aside council's decision in relation to a planning application / Number of VCAT decisions in relation to planning applications] x100	100%	There was only 1 decision referred which was upheld at VCAT
Roads Satisfaction Satisfaction with sealed local roads [Community satisfaction rating out of 100 with how council has performed on the condition of sealed local roads]	52	7 points higher than Large Rural Council average and 3 points higher than 2014 result
Libraries Participation Active library members [Number of active library members / Municipal population] x100	15.4%	In February 2015 Sale College withdrew from shared library management system and it will take some time to recover student memberships lost as part of this transition. This has had an impact on our active membership and collection usage data
Waste Collection Waste diversion Kerbside collection waste diverted from landfill [Weight of recyclables and green organics collected from kerbside bins / Weight of garbage, recyclables and green organics collected from kerbside bins] x100	34.6%	High volume of waste diverted away from landfill suggests an improvement in the effectiveness of councils waste collection
Aquatic facilities Utilisation Utilisation of aquatic facilities [Number of visits to aquatic facilities / Municipal population]	4.6	Figure shows the utilisation of Sale indoor pools and outdoor pools in Sale, Mattra, Yarram, Rosedale, Heyfield and Stratford
Animal management Health and safety Animal management prosecutions [Number of successful animal management prosecutions]	11	Low number of successful animal prosecutions suggests an improvement in the effectiveness of councils animal management

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<i>Indicator / measure</i>	Results 2015	Material Variations
Food safety Health and safety Critical and major non-compliance notifications [Number of critical non-compliance notifications and major non-compliance notifications about a food premises followed up / Number of critical non-compliance notifications and major non-compliance notifications about food premises] x100	100%	Zero critical non-compliance notifications Four major non-compliance notifications

Definitions

"active library member" means a member of a library who has borrowed a book from the library

"annual report" means an annual report prepared by a council under sections 131, 132 and 133 of the Act

"class 1 food premises" means food premises, within the meaning of the *Food Act 1984*, that have been declared as class 1 food premises under section 19C of that Act

"class 2 food premises" means food premises, within the meaning of the *Food Act 1984*, that have been declared as class 2 food premises under section 19C of that Act

"critical non-compliance outcome notification" means a notification received by council under section 19N(3) or (4) of the *Food Act 1984*, or advice given to council by an authorized officer under that Act, of a deficiency that poses an immediate serious threat to public health

"food premises" has the same meaning as in the *Food Act 1984*

"local road" means a sealed or unsealed road for which the council is the responsible road authority under the *Road Management Act 2004*

"major non-compliance outcome notification" means a notification received by a council under section 19N(3) or (4) of the *Food Act 1984*, or advice given to council by an authorized officer under that Act, of a deficiency that does not pose an immediate serious threat to public health but may do so if no remedial action is taken

"population" means the resident population estimated by council

"target population" has the same meaning as in the Agreement entered into for the purposes of the Home and Community Care Act 1985 of the Commonwealth

"WorkSafe reportable aquatic facility safety incident" means an incident relating to a council aquatic facility that is required to be notified to the Victorian WorkCover Authority under Part 5 of the *Occupational Health and Safety Act 2004*.

Financial Performance Indicators

For the year ended 30 June 2015

Dimension / Indicator / Measure	Results	Forecasts				Material Variations
	2015	2016	2017	2018	2019	
Operating position						
Adjusted underlying result						
Adjusted underlying surplus (or deficit) [Adjusted underlying surplus (deficit) / Adjusted underlying revenue] x100	5.5%	-1.5%	5.3%	2.8%	1.2%	The measure is estimated to decrease by 10% to -1.5% in 2016, primarily due to the impact of unexpected advance payments for 2015/16 of \$6.07 million received on 30 June 2015 which generated a higher than expected adjusted underlying result for 2015. The forecast fluctuations in this measure over the 4 year period are due to a number of individual programmes such as the recapitalisation of Amble (\$2.4 million in 2015/16 and \$2.6 million in 2016/17) and increased payments associated with the continuation of the Wellington Coast Subdivision Strategy voluntary assistance scheme (\$0.8 million in 2016/17).
Liquidity						
Working capital						
Current assets compared to current liabilities [Current assets / Current liabilities] x100	121.1%	216.2%	269.0%	207.4%	230.4%	On 30 June 2015, the Commonwealth Government received an advance payment of \$6.07 million for the 2015/16 Financial Assistance Grants, which has had a significant impact on cash assets.
Unrestricted cash						
Unrestricted cash compared to current liabilities [Unrestricted cash / Current liabilities] x100	156.8%	101.6%	204.0%	230.1%	175.2%	Unrestricted cash is forecast to steadily increase between 2015/16 and 2017/18 primarily due to a reduction in Council's current loan borrowings, arise in 2016/17. It is estimated that Council may partially replace on loans due to be repaid.

Dimension / Indicator / Measure	Results	Forecasts				Material Variations
	2015	2016	2017	2018	2019	
Obligations						
Loans and borrowings						
Loans and borrowings compared to rates [Interest bearing loans and borrowings / Rate revenue] x100	26.6%	25.7%	23.5%	22.0%	23.1%	The result for this measure is expected to remain steady over the 4 year period, as Council constructs a number of key residential street and drainage schemes, funded by borrowings which will be repaid over time by the ratepayers benefiting from the works.
Loans and borrowings repayments compared to rates [Interest and principal repayments on interest bearing loans and borrowings / Rate revenue] x100	7.3%	7.5%	4.6%	3.4%	2.7%	Existing Council loans will be progressively repaid over the four years.
Indebtedness						
Non-current liabilities compared to own source revenue [Non-current liabilities / Own source revenue] x100	20.4%	20.9%	19.7%	19.0%	15.3%	It is forecast that during the period 2015/16 to 2017/18, Council's non-current liabilities will remain steady while revenue is forecast to increase by between 3.5% and 3.8%, thereby resulting in a minor decrease in this measure over the three years. In 2018/19 Council's non-current borrowings liabilities will decrease by approximately 20% as Council plans to repay borrowings in the following year.
Asset renewal						
Asset renewal compared to depreciation [Asset renewal expenses / Asset depreciation] x100	69.4%	95.2%	105.7%	77.1%	85.9%	Council continually addresses the asset renewal gap, which with the successful receipt of grant funding for major projects such as the Port of Sale Cultural Hub and the Yamah Streetclops renewal (which will be completed in the first 2 years) allows Council to reduce this gap. The completion of these projects and other major renewal projects, will result in a minor lag in the commencement of future projects which is reflected in the decrease of this measure for years 3 and 4.

Dimension / Indicator / Measure	History		Forecasts			Material Variations
	2014	2015	2017	2018	2019	
Stability						
Rate concentration Rates compared to adjusted underlying revenue (Rate revenue / Adjusted underlying revenue) x100	60.3%	61.5%	60.5%	60.3%	60.0%	In preparation for Rate Capping, the 4 year forecast assumes an amount each year for growth in the rate base and also comprises a minimum rate in the dollar increase and CPI increases for other charges. By the end of the 4 year period the overall increase in rate income exceeds the anticipated increase in underlying revenue.
Rate effort Rates compared to property value (Rate revenue / Capital improved value of rateable properties in the municipality) x100	0.54%	0.56%	0.55%	0.54%	0.50%	No material variations
Efficiency						
Expenditure level Expenses per property assessment (Total expenses / Number of property assessments)	\$2,181	\$2,300	\$2,206	\$2,350	\$2,472	The measure is forecast to increase by \$116 per assessment by 2019. This increase reflects the inclusion of a CPI increase over the period with some years (2015/16 and 2016/17) impacted by top one - off projects.
Revenue level Average residential rate per residential property assessment (Residential rate revenue / Number of residential property assessments)	\$1,115	\$1,186	\$1,240	\$1,284	\$1,301	The measure is forecast to increase by \$103 per assessment by 2019. As Council prepares for Rate Capping, the future 4 years is based on a minimum rate in the dollar increase, CPI increases for other charges and a forecast growth of 2% per annum in the residential capital improved value (CIV) over the period.
Workforce turnover Resignations and terminations compared to average staff (Number of permanent staff resignations and terminations / Average number of permanent staff for the financial year) x100	9.4%	12%	11%	10%	10%	Due to the increase in population of employees who are more than 65 years of age, the projected turnover for 2016, 2017 years are slightly higher than the long term average which is 10%.

Definitions

"adjusted underlying revenue" means total income other than—

- (a) non-recurrent grants used to fund capital expenditure; and
- (b) non-recurrent asset contributions; and
- (c) contributions to fund capital expenditure from sources other than those referred to in paragraphs (a) and (b).

"adjusted underlying surplus (or deficit)" means adjusted underlying revenue less total expenditure.

"asset related expenditure" means expenditure on an existing asset or on improving an existing asset that forms the current capability of the asset to its original capability.

"current assets" has the same meaning as in the Australian Accounting Standards (AAS).

"current liability" has the same meaning as in the AAS.

"non-current assets" means all assets other than current assets.

"non-current liabilities" means all liabilities other than current liabilities.

"non-recurrent grant" means a grant obtained on the condition that it be expended in a specified manner and is not expected to be received again during the period covered by a council's Strategic Resource Plan.

"own-source revenue" means adjusted underlying revenue other than revenue that is not under the control of council (including government grants).

"population" means the resident population estimated by census.

"rate revenue" means revenue from general rates, municipal charges, service rates and service charges.

"recurrent grant" means a grant other than a non-recurrent grant.

"residential rates" means revenue from general rates, municipal charges, service rates and service charges levied on residential properties.

"restricted cash" means cash and cash equivalents, within the meaning of the AAS, that are set-aside for use other than for a purpose for which it is restricted, and includes cash to be used to fund capital work expenditure from the previous financial year.

"unrestricted cash" means all cash and cash equivalents other than restricted cash.

Other Information

For the year ended 30 June 2015

1. Basis of preparation

Council is required to prepare and include a performance statement within its annual report. The performance statement includes the results of the prescribed sustainable capacity, service performance and financial performance indicators and measures together with a description of the municipality and an explanation of material variations in the results. This statement has been prepared to meet the requirements of the *Local Government Act 1989* and *Local Government (Planning and Reporting) Regulations 2014*.

Where applicable the results in the performance statement have been prepared on accounting bases consistent with those reported in the Financial Statements. The other results are based on information drawn from council information systems or from third parties (e.g. Australian Bureau of Statistics).

The performance statement presents the actual results for the current year and for the prescribed financial performance indicators and measures, the results forecast by the council's strategic resource plan. The *Local Government (Planning and Reporting) Regulations 2014* requires explanation of any material variations in the results contained in the performance statement which have been provided where applicable as appropriate in this first year of reporting under the new Local Government Performance Reporting Framework. Council is yet to set materiality thresholds and have no baseline data for material variations in 14/15.

The forecast figures included in the performance statement are those adopted by council in its strategic resource plan on 16 June 2015 and which forms part of the council plan. The strategic resource plan includes estimates based on key assumptions about the future that were relevant at the time of adoption and aimed at achieving sustainability over the long term. Detailed information on the actual financial results is contained in the General Purpose Financial Statements. The strategic resource plan can be obtained by contacting council.



Certification of the performance statement

In my opinion, the accompanying performance statement has been prepared in accordance with the *Local Government Act 1989* and the *Local Government (Planning and Reporting) Regulations 2014*.

Principal Accounting Officer
Lesley Fairhall FCPA
Dated: 22 September 2015

In our opinion, the accompanying performance statement of the Wellington Shire Council for the year ended 30 June 2015 presents fairly the results of council's performance in accordance with the *Local Government Act 1989* and the *Local Government (Planning and Reporting) Regulations 2014*.

The performance statement contains the relevant performance indicators, measures and results in relation to service performance, financial performance and sustainable capacity.

At the date of signing, we are not aware of any circumstances that would render any particulars in the performance statement to be misleading or inaccurate.

We have been authorised by the council and by the *Local Government (Planning and Reporting) Regulations 2014* to certify this performance statement in its final form.

Councillor
Peter Cleary
Dated: 22 SEP 15

Councillor
John Duncan
Dated: 22/9/2015

Chief Executive Officer
David Morcom
Dated: 22 SEPTEMBER 2015

Sale Service Centre
18 Deasilly Street (PO Box 500), Sale Victoria 3850
Telephone 1300 308 244

Yarram Service Centre
156 Grant Street, Yarram Victoria 3871
Telephone 03 5142 5100

Contact Us Online
Web www.wellington.vic.gov.au
Email enquiries@wellington.vic.gov.au YouTube 11



INDEPENDENT AUDITOR'S REPORT

To the Councillors, Wellington Shire Council

The Performance Statement

The accompanying performance statement for the year ended 30 June 2015 of the Wellington Shire Council which comprises the statement, the related notes and the certification of performance statement has been audited.

The Councillors' Responsibility for the Performance Statement

The Councillors of the Wellington Shire Council are responsible for the preparation and fair presentation of the performance statement in accordance with the *Local Government Act 1989* and for such internal control as the Councillors determine is necessary to enable the preparation and fair presentation of the performance statement that is free from material misstatement, whether due to fraud or error.

Auditor's Responsibility

As required by the *Local Government Act 1989*, my responsibility is to express an opinion on the performance statement based on the audit, which has been conducted in accordance with Australian Auditing Standards. Those standards require compliance with relevant ethical requirements relating to audit engagements and that the audit be planned and performed to obtain reasonable assurance about whether the performance statement is free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the performance statement. The audit procedures selected depend on judgement, including the assessment of the risks of material misstatement of the performance statement, whether due to fraud or error. In making those risk assessments, consideration is given to the internal control relevant to the entity's preparation and fair presentation of the performance statement in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. An audit also includes evaluating the overall presentation of the performance statement.

I believe that the audit evidence I have obtained is sufficient and appropriate to provide a basis for my audit opinion.

ANNUAL FINANCIAL REPORT

FOR THE YEAR ENDED 30 JUNE 2015



WELLINGTON
SHIRE COUNCIL

**Wellington Shire Council
Financial Report
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COMPREHENSIVE INCOME STATEMENT
FOR THE YEAR ENDED 30 JUNE 2015

	NOTE	2015 \$'000	2014 \$'000
Income			
Rates and charges	3	49,392	46,958
Statutory fees and fines	4	566	467
User fees	5	6,113	5,688
Grants - operating	6	21,156	9,707
Grants - capital	8	5,076	6,718
Contributions - monetary	7	339	499
Contributions - non monetary	7	1,589	920
Net gain/(loss) on disposal of property, infrastructure, plant and equipment	6	(177)	183
Other income	9	3,002	2,466
Total income		87,056	73,606
EXPENSES			
Employee costs	10	22,906	21,534
Materials and services	11	27,175	28,218
Bad and doubtful debts	12	107	120
Depreciation and amortisation	13	22,491	21,430
Borrowing costs	14	663	730
Other expenses	15	1,476	1,030
Total expenses		75,018	73,462
Surplus/(deficit) for the year		12,038	144
Other comprehensive income			
Items that will not be reclassified to surplus or deficit in future periods			
Net asset revaluation increment	25(a)	8,000	53,319
Total comprehensive result		20,038	53,463

The above comprehensive income statement should be read in conjunction with the accompanying notes.

The 2014 figures have been reclassified in order to comply with the Local Government Model Financial Report disclosure requirements.

BALANCE SHEET
AS AT 30 JUNE 2015

	Note	2015	2014
		\$'000	\$'000
Assets			
Current assets			
Cash and cash equivalents	16	44,358	30,189
Trade and other receivables	17	5,983	8,642
Other assets	18	2,327	1,669
Total Current Assets		52,648	44,500
Non-current assets			
Trade and other receivables	17	1,486	1,246
Property, infrastructure, plant and equipment	19	887,242	877,063
Intangible assets	20	901	1,129
Total non-current assets		889,629	879,438
Total assets		942,277	923,938
Liabilities			
Current liabilities			
Trade and other payables	21	6,103	5,603
Trust funds and deposits	22	709	718
Provisions	23	6,532	6,032
Interest-bearing loans and borrowings	24	2,990	2,847
Total current liabilities		16,334	15,200
Non-current liabilities			
Provisions	23	1,855	1,755
Interest-bearing loans and borrowings	24	10,137	13,127
Total non-current liabilities		11,992	14,882
Total liabilities		28,326	30,082
Net assets		913,951	893,856
Equity			
Accumulated surplus		300,879	286,409
Reserves	25	613,072	607,447
Total Equity		913,951	893,856

The above balance sheet should be read with the accompanying notes

STATEMENT OF CHANGES IN EQUITY
FOR THE YEAR ENDED 30 JUNE 2015

	Note	Total \$'000	Accumulated Surplus \$'000	Asset Revaluation Reserve \$'000	Other Reserves \$'000
2015					
Balance at beginning of the financial year		893,853	286,409	600,519	6,925
Surplus/(deficit) for the year		12,038	12,038	-	-
Net asset revaluation increment/(decrement)	25(a)	8,000	-	8,000	-
Transfer from asset revaluation reserve to accumulated surplus	33	-	2,555	(2,555)	-
Transfers to other reserves	25(b)	-	(1,553)	-	1,553
Transfers from other reserves	25(b)	-	1,430	-	(1,430)
Balance at end of the financial year		913,891	305,879	605,964	7,048
2014					
Balance at beginning of the financial year		840,128	284,754	548,338	7,025
Effects of correction of errors	3(x)	262	472	(210)	-
Surplus for the year		144	144	-	-
Net asset revaluation increment/(decrement)	25(a)	53,319	-	53,319	-
Transfer from asset revaluation reserve to accumulated surplus	33	-	929	(929)	-
Transfers to other reserves	25(b)	-	(2,413)	-	2,413
Transfers from other reserves	25(b)	-	2,523	-	(2,523)
Balance at end of the financial year		893,853	286,409	600,519	6,925

The above statement of changes in equity should be read with the accompanying notes

STATEMENT OF CASH FLOWS
FOR THE YEAR ENDED 30 JUNE 2015

	2015 Inflows/ (Outflows)	2014 Inflows/ (Outflows)
Note	\$'000	\$'000
Cash flows from operating activities		
Rates and Charges	48,619	46,946
Statutory fees and fines	586	419
User fees	5,937	5,555
Grants - operating	21,510	10,381
Grants - capital	5,327	8,557
Contributions -monetary	403	608
Interest received	1,251	1,175
Other receipts	1,752	1,291
Goods and Services Tax Collected	1(i) 774	755
Goods and Services Tax Refunds from the Australian Taxation Office	1(i) 4,092	4,014
Employees costs	(22,390)	(26,358)
Payments to Suppliers	(26,749)	(28,366)
Other payments	(730)	(727)
Goods and Services Tax Paid to Suppliers	1(i) (4,865)	(4,769)
Net cash provided by operating activities	20 35,557	16,960
Cash flows from investing activities		
Payments for property, infrastructure, plant and equipment	19 (24,381)	(23,625)
Proceeds from sale of property, infrastructure, plant and equipment	8 613	365
Net cash used in investing activities	(23,768)	(22,637)
Cash flows from financing activities		
Finance costs	(773)	(716)
Proceeds from borrowings	-	9,000
Repayment of borrowings	(2,847)	(2,815)
Net cash provided by/(used in) financing activities	(3,620)	5,469
Net increase/(decrease) in cash and cash equivalents	8,169	(208)
Cash and cash equivalents at the beginning of the financial year	36,189	38,397
Cash and cash equivalents at the end of the financial year	7) 44,358	38,189
Financing arrangements	28	
Restrictions on cash assets	16	

The above cash flow statement should be read with the accompanying notes

STATEMENT OF CAPITAL WORKS
FOR THE YEAR ENDED 30 JUNE 2015

	Note	2015 \$'000	2014 \$'000
Property			
Land		-	1,170
Land improvements		12	-
Total land		<u>12</u>	<u>1,170</u>
Buildings		8,070	7,771
Total buildings		<u>8,070</u>	<u>7,771</u>
Total property		<u>8,082</u>	<u>8,941</u>
Plant and equipment			
Plant, machinery and equipment		1,555	2,091
Furniture and Fixings		1,007	251
Computers and telecommunications		601	-
Library Books		240	251
Art Works		72	16
Total plant and equipment		<u>3,475</u>	<u>2,611</u>
Infrastructure			
Roads		7,560	7,261
Bridges		708	1,045
Footpaths and cycleways		1,587	1,279
Drainage		132	351
Recreational, leisure and community facilities		646	1,371
Waste management		58	16
Parks, open space and streetscapes		652	471
Aerodromes		66	45
Off street car parks		49	-
Other infrastructure		1,018	56
Total infrastructure		<u>12,794</u>	<u>11,895</u>
Total capital works expenditure		<u>24,351</u>	<u>23,447</u>
Represented by:			
Asset renewal expenditure		15,381	13,831
Asset expansion expenditure		1,546	7,920
Asset upgrade expenditure		7,424	1,896
Total capital works expenditure		<u>24,351</u>	<u>23,447</u>

The above Statement of Capital Works should be read with the accompanying notes.
The Statement of Capital Works includes Work In Progress and excludes Intangibles.

Notes to the Financial Report
For the Year Ended 30 June 2015

INTRODUCTION

Wellington Shire Council was established by an Order of the Governor in Council on 2 December 1984. The Council's main office is located at 13-20 Desaily Street, Sale 3850.

STATEMENT OF COMPLIANCE

These financial statements are a general purpose financial report that consists of a Comprehensive Income Statement, Balance Sheet, Statement of Changes in Equity, Statement of Cash Flows, Statement of Capital Works and notes accompanying these financial statements. The general purpose financial report complies with Australian Accounting Standards (AAS's), other authoritative pronouncements of the Australian Accounting Standards Board, the Local Government Act 1989, and the Local Government (Planning and Reporting) Regulations 2014.

NOTE 1 SIGNIFICANT ACCOUNTING POLICIES

(a) Basis of accounting

The accrual basis of accounting has been used in the preparation of these financial statements, whereby assets, liabilities, equity, income and expenses are recognised in the reporting period to which they relate, regardless of when cash is received or paid.

Judgements, estimates and assumptions are required to be made about the carrying values of assets and liabilities that are not readily apparent from other sources. The estimates and associated judgements are based on professional judgement derived from historical experience and various other factors that are believed to be reasonable under the circumstances. Actual results may differ from these estimates.

Revisions to accounting estimates are recognised in the period in which the estimate is revised and also in future periods that are affected by the revision. Judgements and assumptions made by management in the application of AAS's that have significant effects on the financial statements and estimates relate to:

- the fair value of land, buildings, infrastructure, plant and equipment (refer to note 1(e))
- the determination of depreciation for buildings, infrastructure, plant and equipment (refer to note 1(k))
- the determination of employee provisions (refer to note 1(p))

Unless otherwise stated, all accounting policies are consistent with those applied in the prior year. Where appropriate, comparative figures have been amended to accord with current presentation, and disclosure has been made of any material changes to comparatives.

(b) Change in accounting policies

There have been no changes in accounting policies from the previous period.

(c) Committees of management

All entities controlled by Council that have material revenues, expenses, assets or liabilities, such as committees of management, have been included in the financial report. Any transactions between these entities and Council have been eliminated in full.

(d) Revenue recognition

Income is recognised when the Council obtains control of the contribution or the right to receive the contribution, it is probable that the economic benefits comprising the contribution will flow to the Council and the amount of the contribution can be measured reliably.

Rates and Charges

Annual rates and charges are recognised as revenues when Council issues annual rates notices. Supplementary rates are recognised when a valuation and reassessment is completed and a supplementary rates notice issued.

Statutory fees and fines

Statutory fees and fines (including parking fees and fines) are recognised as revenue when the service has been provided, the payment is received, or when the penalty has been applied, whichever first occurs.

Notes to the Financial Report
For the Year Ended 30 June 2015

NOTE 1: SIGNIFICANT ACCOUNTING POLICIES (CONTD)

(d) Revenue recognition (cont'd)

User fees

User fees are recognised as revenue when the service has been provided or the payment is received, whichever first occurs.

Grants

Grant incomes are recognised when Council obtains control of the contribution. This is normally obtained upon their receipt (or acquittal) or upon earlier notification that a grant has been secured. Grant incomes are valued at their fair value at the date of transfer.

Where grants or contributions recognised as revenues during the financial year were obtained on condition that they be expended in a particular manner or used over a particular period and those conditions were undischarged at balance date, the unused grant or contribution is disclosed in notes 6 and 7. The note also discloses the amount of unused grant or contribution from prior years that was expended on Council's operations during the current year.

Contributions

Monetary and non-monetary contributions are recognised as revenue when Council obtains control over the contributed asset.

Sale of property, infrastructure, plant and equipment

The profit or loss on sale of an asset is determined when control of the asset has irrevocably passed to the buyer.

Interest

Interest is recognised as it is earned. Interest may also include amounts recognised as a result of changes to the Net Present Value of the Landfill Rehabilitation Provision due to interest rate movements.

Other income

Other income is measured at the fair value of the consideration received or receivable and is recognised when Council gains control over the right to receive the income.

(e) Fair value measurement

Council measures certain assets and liabilities at fair value where required or permitted by Australian Accounting Standards. AASB 13 Fair value measurement, aims to improve consistency and reduce complexity by providing a definition of fair value and a single source of fair value measurement and disclosure requirements for use across Australian Accounting Standards.

AASB 13 defines fair value as the price that would be received to sell an asset or paid to transfer a liability in an orderly transaction between market participants at the measurement date. Fair value under AASB 13 is an exit price regardless of whether that price is directly observable or estimated using another valuation technique.

All assets and liabilities for which fair value is measured or disclosed in the financial statements are categorised within a fair value hierarchy, described as follows, based on the lowest level input that is significant to the fair value measurement as a whole:

Level 1 — Quoted (unadjusted) market prices in active markets for identical assets or liabilities

Level 2 — Valuation techniques for which the lowest level input that is significant to the fair value measurement is directly or indirectly observable, and

Level 3 — Valuation techniques for which the lowest level input that is significant to the fair value measurement is unobservable.

For the purpose of fair value disclosures, Council has determined classes of assets and liabilities on the basis of the nature, characteristics and risks of the asset or liability and the level of the fair value hierarchy as explained above.

In addition, Council determines whether transfers have occurred between levels in the hierarchy by re-assessing categorisation (based on the lowest level input that is significant to the fair value measurement as a whole) at the end of each reporting period.

(f) Cash and cash equivalents

Cash and cash equivalents include cash on hand, deposits at call, and other highly liquid investments with original maturities of 90 days or less, net of outstanding bank overdrafts.

(g) Trade and other receivables

Receivables are carried at amortised cost using the effective interest rate method. A provision for doubtful debts is recognised when there is objective evidence that an impairment has occurred.

NOTE 1 SIGNIFICANT ACCOUNTING POLICIES (CONTD)

(h) Other financial assets

Other financial assets are valued at fair value, being market value, at balance date. Term deposits are measured at amortised cost. Any unrealised gains and losses on holdings at balance date are recognised as either a revenue or expense.

(i) Non-current assets classified as held for sale

A non-current asset classified as held for sale (including disposal groups) is measured at the lower of its carrying amount and fair value less costs to sell, and is not subject to depreciation. Non-current assets, disposal groups and related liabilities and assets are treated as current and classified as held for sale if their carrying amount will be recovered through a sale transaction rather than through continuing use. This condition is regarded as met only when the sale is highly probable and the asset's sale (or disposal group sale) is expected to be completed within 12 months from the date of classification.

(j) Recognition and measurement of property, plant and equipment, infrastructure, intangibles

Acquisition

The purchase method of accounting is used for all acquisitions of assets, being the fair value of assets provided as consideration at the date of acquisition plus any incidental costs attributable to the acquisition. Fair value is the amount for which the asset could be exchanged between knowledgeable willing parties in an arm's length transaction.

Where assets are constructed by Council, cost includes all materials used in construction, direct labour, borrowing costs incurred during construction, and an appropriate share of directly attributable variable and fixed overheads.

In accordance with Council's policy, the threshold limits detailed in Note 1(b) have been applied when recognising assets within an applicable asset class and unless otherwise stated are consistent with the prior year.

Revaluation

Subsequent to the initial recognition of assets, non-current physical assets, other than plant and equipment, are measured at their fair value, being the price that would be received to sell an asset or paid to transfer a liability in an orderly transaction between market participants at the measurement date. At balance date, the Council reviewed the carrying value of the individual classes of assets measured at fair value to ensure that each asset materially approximated its fair value. Where the carrying value materially differed from the fair value at balance date, the class of asset was revalued.

Fair value valuations are determined in accordance with a valuation hierarchy. Changes to the valuation hierarchy will only occur if an external change in the restrictions or limitations of use on an asset result in changes to the permissible or practical highest and best use of the asset. Further details regarding the fair value hierarchy are disclosed at Note 19, Property, infrastructure, plant and equipment.

In addition, Council undertakes a formal revaluation of land, buildings, and infrastructure assets on a regular basis ranging from two to five years. The valuation is performed either by experienced council officers or independent experts.

Where the assets are revalued, the revaluation increments are credited directly to the asset revaluation reserve except to the extent that an increment reverses a prior year decrement for that class of asset that had been recognised as an expense in which case the increment is recognised as revenue up to the amount of the expense. Revaluation decrements are recognised as an expense except where prior increments are included in the asset revaluation reserve for that class of asset in which case the decrement is taken to the reserve to the extent of the remaining increments. Within the same class of assets, revaluation increments and decrements within the year are offset.

Drainage

As at 1 July 2014 Drainage assets were revalued. This process resulted in a credit to the Asset Revaluation Reserve of \$6.91 million. The value of these assets increased by \$9.3 million, and as a result, future depreciation will increase by \$99,270.

Buildings and Structures

As at 30 June 2015, management conducted a review of the carrying value of this class of assets and estimated that this was in excess of it's value. Accordingly, a management adjustment was made, resulting in a credit to the Asset Revaluation Reserve of \$1.1 million. The value of these assets reduced by \$52.5 million, and as a result, future depreciation will reduce by \$1.37 million.

A full revaluation of this class of assets is scheduled for 1 July 2015.

Notes to the Financial Report
For the Year Ended 30 June 2015

NOTE 1 SIGNIFICANT ACCOUNTING POLICIES (CONT'D)

(i) Recognition and measurement of property, plant and equipment, infrastructure, intangibles (cont'd)

Prior Year Newly Recognised/Derecognised Adjustments

During the year, as part of a continuous improvement focus, Council is able to use technology that allows better identification of assets 'as built'. In addition, information flow from officers in the field conveys more accurate data to Asset Managers as variances are discovered. These variances resulted in assets being recognised and derecognised in the Council's asset register and are deemed to be prior year errors which have been retrospectively adjusted to equity against prior year opening balances.

A third balance sheet has not been presented to disclose these prior year errors as they were considered not material to the comparative amounts included within the Balance Sheet.

	Actual	Prior year adjustments		Reclassified	Restated Actual
	2014	Newly recognised	Derecognised		2014
	\$'000	\$'000	\$'000	\$'000	\$'000
Roads	496,066	5	(14)		496,057
Bridges	58,134		(31)		58,103
Footpaths	23,551	6			23,557
Drainage	62,864	5	(11)		62,858
Land	78,852				78,852
Landfill Improvements*	1,519			(641)	878
Land under Roads	17,067				17,067
Buildings	71,828	595	(324)		72,099
Recreational, Leisure and Community	15,194				15,194
Waste Management	2,586				2,586
Parks Open Space and Streetscapes	16,963				16,963
Aerodromes	9,567				9,567
Off Street Car Parks	2,384				2,384
Other Infrastructure	4,992				4,992
Art Gallery	1,927				1,927
Plant, Machinery and Equipment	6,098				6,098
Fixtures, Fittings and Furniture	663				663
Computers and Telecommunications	424				424
Library Books	1,549				1,549
Work in Progress	4,845				4,845
Property, Infrastructure, Plant and Equipment	877,473	611	(380)	(641)	877,063

*Landfill Improvements in prior years included Landfill Air Space which was reclassified during the 2014/15 financial year to intangibles. For further details on intangibles refer to Note 20.

The total effect of the correction of prior year errors for 'newly recognised' and 'derecognised' assets above was \$231,000 - refer Note 1(v). The associated effect on the Accumulated Surplus (\$441,000) and Asset Revaluation Reserve (-\$210,000) are disclosed in the Statement of Changes of Equity.

Land under roads

Council recognises land under roads if controls at fair value.

(b) Depreciation and amortisation of property, infrastructure, plant and equipment and intangibles

Buildings, land improvements, plant and equipment, infrastructure, and other assets having limited useful lives are systematically depreciated over their useful lives to the Council in a manner which reflects consumption of the service potential embodied in these assets. Estimates of remaining useful lives and residual values are made on a regular basis with major asset classes reassessed annually. Depreciation rates and methods are reviewed annually.

Notes to the Financial Report
For the Year Ended 30 June 2015

(k) Depreciation and amortisation of property, infrastructure, plant and equipment and intangibles (cont'd)

Where assets have separate identifiable components that are subject to regular replacement, those components are assigned distinct useful lives and residual values and a separate depreciation rate is determined for each component.

Road earthworks are not depreciated on the basis that they are assessed as not having a limited useful life.

Straight line depreciation is charged based on the residual useful life as determined each year.

Depreciation periods used are listed below and are consistent with the prior year unless otherwise stated.

ASSET TYPE	Depreciation Period	Threshold Limit \$
Property		
Land	-	All
Land Improvements	5	All
Buildings		
Heritage Buildings	20-100 years	>\$10,000
Buildings	20-100 years	>\$10,000
Plant and Equipment		
Plant, Machinery and Equipment	3-15 years	>\$3,000
Fabrics, Fittings and Furniture	10 years	>\$1,000
Computers and Telecommunications	3 years	>\$1,000
Library Books	10 years	All
Infrastructure		
Road Pavements and Seals		
- Pavements Sealed	100 years	All
- Pavements Gravel (Local Access A and above)	15	All
- Pavements Gravel (Local Access B and C)	20	All
- Seals - Urban and Rural	15	All
- Asphalt Urban and Rural	30	All
Road Substructure	Indefinite	All
Road Kerb, Channel and Minor Culverts		
- Road Kerb and Channel	75	All
- Road Minor Culverts and Drainage	100	All
Bridges		
- Concrete		
- Deck	100	All
- Substructure	100	All
- Floodways and Major Culverts	100	All
- Timber		
- Deck	60	All
- Substructure	60	All
- Floodways and Major Culverts	100	All
Footpaths and Cycleways		
- Asphalt / Bitumen	15	All
- Concrete / Paved	60	All
- Gravel / Sand	10	All
- Unconstructed	100	All
Drainage		
- Pump Wells	20	All
- Other Drainage	20 - 120	All
- Open Drain - Earth/Retention Basin	Indefinite	All
Recreational, Leisure and Community Facilities	10 - 100 years	>\$5,000
Waste Management	20 - 100 years	>\$5,000
Parks, Open Space and Streetscapes	10 - 120 years	>\$5,000
Off Street Car Parks	30 - 100 years	>\$5,000
Aerodromes	20 - 120 years	>\$5,000
Intangible Assets		
Landfill Airspace		All
Software	5 - 35 years	>\$1,000

Notes to the Financial Report
For the Year Ended 30 June 2015

NOTE 1 SIGNIFICANT ACCOUNTING POLICIES (CONTD)

(l) Repairs and Maintenance

Routine maintenance, repair costs, and minor renewal costs are expensed as incurred. Where the repair relates to the replacement of a component of an asset and the cost exceeds the capitalisation threshold the cost is capitalised and depreciated. The carrying value of the replaced asset is expensed.

(m) Impairment of assets

At each reporting date, the Council reviews the carrying value of its assets to determine whether there is any indication that these assets have been impaired. If such an indication exists, the recoverable amount of the asset, being the higher of the asset's fair value less costs to sell and value in use, is compared to the asset's carrying value. Any excess of the asset's carrying value over its recoverable amount is expensed to the comprehensive income statement, unless the asset is carried at the revalued amount in which case, the impairment loss is recognised directly against the revaluation surplus in respect of the same class of asset to the extent that the impairment loss does not exceed the amount in the revaluation surplus for that same class of asset.

(n) Trust funds and deposits

Amounts received as deposits and retention amounts controlled by Council are recognised as trust funds until they are returned, transferred in accordance with the purpose of the receipt, or forfeited (refer to Note 22).

(o) Borrowings

Borrowings are initially measured at fair value, being the cost of the interest bearing liabilities, net of transaction costs. The measurement basis subsequent to initial recognition depends on whether the Council has categorised its interest-bearing liabilities as either financial liabilities designated at fair value through the profit and loss, or financial liabilities at amortised cost. Any difference between the initial recognised amount and the redemption value is recognised in net result over the period of the borrowing using the effective interest method. The classification depends on the nature and purpose of the interest bearing liabilities. The Council determines the classification of its interest bearing liabilities at initial recognition.

Borrowing costs

Borrowing costs are recognised as an expense in the period in which they are incurred, except where they are capitalised as part of a qualifying asset constructed by Council. Except where specific borrowings are obtained for the purpose of specific asset acquisition, the weighted average interest rate applicable to borrowings at balance date, excluding borrowings associated with supranationation, is used to determine the borrowing costs to be capitalised.

Borrowing costs include interest on bank overdrafts, interest on borrowings, finance lease charges, and amounts recognised as a result of changes to the Net Present Value of the Landfill Rehabilitation Provision due to interest rate movements.

(p) Employee costs and benefits

Employee costs and benefits include all relevant on-costs and are calculated as follows at reporting date:

Wages and salaries and annual leave

Liabilities for wages and salaries, including non-monetary benefits, annual leave and accumulated sick leave expected to be wholly settled within 12 months of the reporting date are recognised in the provision for employee benefits in respect of employee services up to the reporting date, classified as current liabilities and measured at their nominal values.

Liabilities that are not expected to be wholly settled within 12 months of the reporting date are recognised in the provision for employee benefits as current liabilities, measured at present value of the amounts expected to be paid when the liabilities are settled using the remuneration rate expected to apply at the time of settlement.

Notes to the Financial Report
For the Year Ended 30 June 2015

NOTE 1 SIGNIFICANT ACCOUNTING POLICIES (CONT'D)

(p) Employee costs and benefits (cont'd)

Long service leave

Liability for long service leave (LSL) is recognised in the provision for employee benefits.

Current Liability - unconditional LSL is disclosed as a current liability even when the council does not expect to settle the liability within 12 months because it will not have the unconditional right to defer settlement of the entitlement should an employee take leave within 12 months.

The components of this current liability are measured at:

- present value - component that is not expected to be wholly settled within 12 months.
- nominal value - component that is expected to be wholly settled within 12 months.

Classification of employee costs

Non-current liability - conditional LSL that has been accrued, where an employee is yet to reach a qualifying term of employment, is disclosed as a non-current liability. There is an unconditional right to defer settlement of the entitlement until the employee has completed the requisite years of service.

This non-current LSL liability is measured at present value.

Sick Leave Gratuity

A former entity of Wellington Shire Council had established a sick leave gratuity scheme which ceased at the end of September 1991.

(q) Provision for Doubtful Debts

Council has extensive legal powers for the recovery of rates and property related debts such as general rates and special rates and charges, therefore any provision is on the basis of the outstanding amount exceeding the realisable recovery amount.

Included in the Provision for Doubtful Debts is an amount relating to land in the 50 Mile Beach inappropriate subdivision. Council has a significant number of rateable properties in this area for which provision has been made for a total amount outstanding of \$2,465,939 (2014 \$2,462,784). A provision has been established as these properties are unable to be sold in order for Council to recover the debt.

(r) Landfill rehabilitation provision

Under Environment Protection Authority (EPA) legislation Council is obligated to restore licensed landfill sites to a particular standard.

Current projections have been taken into account in determining when the 3 licensed landfills at Kilsmy, Longford and Maffra will cease operation and the timing of restoration work. The forecast lives of these sites are based on current estimates of remaining capacity and the forecast rate of infill. The provision for landfill restoration has been calculated based on the present value of the expected cost of works to be undertaken. The expected cost of works has been estimated based on current understanding of work required to reinstale the site to a suitable standard, however has not yet been approved by the EPA. Accordingly, the estimation of the provision required is dependant on the accuracy of the forecast timing of the work, work required and related costs.

(s) Leases:

Finance leases

Leases of assets where substantially all the risks and rewards incidental to ownership of the asset are transferred to the Council are classified as finance leases. Finance leases are capitalised, recording an asset and a liability at the lower of the fair value of the asset and the present value of the minimum lease payments, including any guaranteed residual value. Lease payments are allocated between the reduction of the lease liability and the interest expense. Leased assets are depreciated on a straight line basis over their estimated useful lives to the Council where it is likely that the Council will obtain ownership of the asset or over the term of the lease, whichever is the shorter. At balance date Council did not have any finance leases.

Operating leases

Lease payments for operating leases are required by the accounting standard to be recognised on a straight line basis, rather than expensed in the years in which they are incurred.

Notes to the Financial Report
For the Year Ended 30 June 2015

NOTE 1 SIGNIFICANT ACCOUNTING POLICIES (CONTD)

(s) Leases (cont'd)

Leasehold improvements

Leasehold improvements are recognised at cost and are amortised over the unexpired period of the lease or the estimated useful life of the improvement, whichever is the shorter. At balance date, council had no lease hold improvements.

(t) Goods and Services Tax (GST)

Revenues, expenses and assets are recognised net of the amount of GST, except where the amount of GST incurred is not recoverable from the Australian Taxation Office. In those circumstances the GST is recognised as part of the cost of acquisition of the asset or as part of an item of the expense. Receivables and payables in the balance sheet are shown inclusive of GST.

We are unable to accurately split the Goods and Services Tax between the different line items of the Statement of Cash Flows, as this would be impracticable due to the functionality of the financial system. Therefore the cash flows resulting from the Goods and Services Tax have been shown as separate line items in the Statement of Cash Flows.

(u) Financial guarantees

Financial guarantee contracts are not recognised as a liability in the balance sheet unless the lender has exercised their right to call on the guarantee or Council has other reasons to believe that it is probable that that right will be exercised. Details of guarantees that Council has provided, that are not recognised in the balance sheet are disclosed at Note 31 Contingent Assets and Liabilities.

(v) Contingent assets and contingent liabilities and commitments

Contingent assets and contingent liabilities are not recognised in the Balance Sheet, but are disclosed by way of a note and, if quantifiable, are measured at nominal value. Contingent assets and liabilities are presented inclusive of GST receivable or payable respectively.

Commitments are not recognised in the Balance Sheet. Commitments are disclosed at their nominal value by way of note and presented inclusive of the GST payable.

(w) Pending accounting standards

Certain new AAS's have been issued that are not mandatory for the 30 June 2015 reporting period. Council has assessed these pending standards and has identified that no material impact will flow from the application of these standards in future reporting periods.

(x) Effects of corrections of errors on prior year

A number of adjustments have been deemed to be prior year errors which have been retrospectively adjusted to equity against prior year opening balances (refer 1(i)).

These include:

	\$'000
Newly recognised Assets (Note 1(i))	611
Demorganised Assets (Note 1(i))	(280)
Prior Year purchase order Receipts Cancelled	31
Total effects of correction of errors	262

(y) Rounding

Unless otherwise stated, amounts in the financial report have been rounded to the nearest thousand dollars. Figures in the financial statement may not equate due to rounding.

Notes to the Financial Report
For the Year Ended 30 June 2015

NOTE 2 BUDGET COMPARISON

The budget comparison notes compare Council's financial plan, expressed through its annual budget, with actual performance. The Local Government (Planning and Reporting) Regulations 2014 requires explanation of any material variances. Council has adopted a materiality threshold of the lower of 10 percent or \$600,000 where further explanation is warranted. Explanations have not been provided for variances below the materiality threshold unless the variance is considered to be material because of its nature.

The budget figures detailed below are those adopted by Council on 24 June 2014. The Budget was based on assumptions that were relevant at the time of adoption of the Budget. Council sets guidelines and parameters for revenue and expense targets in the budget in order to meet Council's planning and financial performance targets for both the short and long-term. The budget did not reflect any changes to equity resulting from asset realizations, as their impacts were not considered predictable.

These notes are prepared to meet the requirements of the Local Government Act 1988 and the Local Government (Planning and Reporting) Regulations 2014.

a) Income and Expenditure

	Budget 2015 \$'000	Actual 2015 \$'000	Variance 2015 \$'000	Ref
Income				
Rates and charges	48,923	49,392	469	
Statutory fees and fines	427	588	139	1
User fees	5,604	6,113	509	
Grants - operating	14,210	21,158	6,948	2
Grants - capital	5,003	5,076	73	
Contributions - monetary	1,001	339	(662)	3
Contributions - non monetary	-	1,589	1,589	4
Net gain/(loss) on disposal of property, infrastructure, plant and equipment	90	(177)	(278)	5
Other income	1,872	3,002	1,130	6
Total income	77,133	87,058	9,925	
Expenses				
Employee costs	23,453	22,900	547	
Materials and services	30,295	27,175	3,110	7
Bad and doubtful debts	112	107	5	
Depreciation and amortisation	22,804	22,491	383	
Borrowing costs	655	883	(47)	
Other expenses	721	1,478	(755)	8
Total expenses	78,241	75,018	3,223	
Surplus/(deficit) for the year	(1,098)	12,038	13,146	

The Budget 2015 figures have been reclassified in order to comply with the Local Government Model Financial Report disclosure requirements.

NOTE 2 BUDGET COMPARISON (CONTD)

(j) Explanation of material variations

Variance Ref	Item	Explanation
1	Statutory fees and fines	Income from infringements has exceeded budget (\$67k), this income is unpredictable and based on community behaviour. Planning and land information certificate fees have exceeded budget(\$43k) with increased demand for these services in the first quarter of 2014/15. Income from registration fees and permits has also exceeded budget (\$29k), this income is unpredictable and based on the number of customer requests.
2	Grants - spending	On 30 June 2015 the Commonwealth Government remitted an advance payment of 50% of Council's 2015/16 Financial Assistance Grant allocation, resulting in an unexpected receipt of \$6.07 million. This money will be expended in 2015/16. A further \$677k funding was received/acquired in relation to a number of natural disaster events in 2013, 2014 and 2015.
3	Contributions - monetary	Contributions were not received for the Pines Highway/Cobains Road Intersection Upgrade project (\$672k) as it is now going to be undertaken directly by the developer in 2015/16 with a monetary contribution provided by Council. Unbudgeted additional grants received for the Goppard Regional Plan (\$72k) and other smaller miscellaneous projects (net \$89k), are offset by non-receipt of Agri-Industry Transformation project funds (\$100k) due to a reduction in the scope of the project, and the Gordon St Recreation Reserve Clubrooms Redevelopment (\$50k) as the project was deferred to 2015/16.
4	Contributions - non monetary	Non monetary contributions for 2014/15 consisted mainly of infrastructure assets contributed by developers for new subdivisions (\$1.30 million). Council also recognised gifted and donated assets relating to land acquired under the Wellington Coast Subdivision Strategy Voluntary Assistance Scheme (\$190k), and capital improvement works undertaken by Committees of Management.
5	Net gain/(loss) on disposal of property, infrastructure, plant and equipment	Net loss on disposal of assets was primarily due to the losses realised from the sale of land (\$209k), plant (\$122k) and buildings (\$27k) during the year. This was partially offset by profits generated on the sale of motor vehicles for more than their written down value (\$57k).
6	Other income	Council received an unbudgeted donation of \$0.5 million towards the Port of Sale Cultural Hub. Further unbudgeted income of \$126k was received from the sale of discontinued assets at the Sale Livestock Exchange and the Thompson River Caravan Park. Delays in the completion of capital projects led to higher than expected cash levels resulting in additional interest on investments, coupled with higher rates debtors balances incurring interest over expected levels (\$315k).
7	Materials and services	During 2014/15, an extension of time was granted for tenderers to submit their bids for the Wellington Coast Subdivision Strategy voluntary assistance scheme. Originally these funds (\$3.17 million) were required to be fully allocated by 30 June 2015 but will now continue to be allocated into 2015/16 and future years. The Longford Landfill rehabilitation works (\$901k) and the Rosedale Recreation Reserve Water Bore (\$165k) were delayed to 2015/16. Savings were seen in utility costs across council facilities (\$238k) and insurances (\$165k). This was offset by increasing expenditure originally budgeted as capital works, but expensed due to the nature of the works and a contribution made to the Seaspray Surf Lifesaving Club (\$270k). Energy Efficient Street Lighting \$270k was overspent in comparison to budget, funded by a carry forward from 2013/14.
8	Other expenses	During the year, Council transferred roads to the Department of Environment, Land, Water and Planning (\$571k). In addition a number of assets which were no longer maintained by Council were derecognised (\$208k).

Notes to the Financial Report
For the Year Ended 30 June 2015

NOTE 2 BUDGET COMPARISON (CONTD)

b) Capital Works

	Budget 2015 \$'000	Actual 2015 \$'000	Variance 2015 \$'000	Ref
Property				
Land improvements	30	12	18	
Total Land	30	12	18	
Buildings	10,501	8,070	2,431	1
Total Buildings	10,501	8,070	2,431	
Total Property	10,531	8,082	2,449	
Plant and Equipment				
Plant, machinery and equipment	1,786	1,555	231	
Fixtures, fittings and furniture	257	1,007	(750)	
Computers and telecommunications*	707	601	106	
Library books	251	240	11	
Art Works	60	72	(12)	
Total Plant and Equipment	3,061	3,475	(414)	
Infrastructure				
Roads	10,353	7,550	2,803	2
Bridges	1,823	708	1,115	3
Footpaths and cycleways	932	1,587	(655)	4
Drainage	150	132	18	
Recreational, leisure and community facilities	504	640	(142)	
Waste management	753	68	685	5
Parks, open space and streetscapes	3,773	952	2,821	6
Aerodromes	155	86	69	
Off street car parks	50	49	1	
Other infrastructure	1,105	1,016	89	7
Total Infrastructure	19,568	12,724	6,804	
Total Capital Works Expenditure	33,190	24,351	8,839	
Represented by:				
New asset expenditure	-	-	-	
Asset renewal expenditure	19,419	15,381	4,038	
Asset expansion expenditure	3,626	1,546	2,080	
Asset upgrade expenditure	10,145	7,424	2,721	
Total Capital Works Expenditure	33,190	24,351	8,839	

* This budget comparison excludes Intangibles

NOTE 2 BUDGET COMPARISON (CONTD)

(i) Explanation of material variations

Variance Ref	Item	Explanation
1	Buildings	Gordon Street Recreation Reserve Clubrooms Redevelopment (\$1.3 million) has been deferred until 2015/16 due to design delays, with funds received for this project redirected to the Sale Livestock Exchange Project. Yarrom District Hub (\$681k) also faced an initial delay due to design changes in order to meet children's services requirements. This pushed construction into winter where inclement weather prevented works from being completed on schedule therefore some minor external landscaping and road works are continuing in 2015/16. Server room, IT infrastructure and meeting room information technology upgrades (\$607k) for Council's remote sites were deferred until all Desalby Street infrastructure was completed. Some Part of Sale Cultural Hub Design works (\$243k) could not be completed until after the federal grant funding announcement on the 12 May 2015. New grant funding (\$300k) was received for the Sale Oval Royal Flying Doctors Service project.
2	Roads	The Princess Highway/Cobains Road Intersection Upgrade project (\$2.6 million) is to be undertaken directly by the developer in 2015/16 with a monetary contribution provided by Council. The Taylors Lane project (\$212k) was not progressed as no Timber Impacted Roads Funding was received.
3	Bridges	Since funding was received in October 2014 work on the McLoughlins Beach Footbridge (\$750k) has commenced including design and permits, construction is now set to be completed in 2015/16 in line with the funding agreement. Maxfields footbridge (\$200k) is currently on hold awaiting a funding application to be submitted in 2015/16.
4	Footpaths and cycleways	New grant funding was received in order to complete work on the Sale to Lengford path. Pearson Street Maffra was delayed to 2015/16 and is now expected to be completed by December 2015. The Sale CBD Infrastructure Renewal Program was originally budgeted under Parks, open space and streetscapes but a portion of the work (\$408k) was capitalised as a footpath asset.
5	Waste management	Kilmany Landfill - Leachdale Treatment Infrastructure (\$204) and Kilmany Resource Recovery Area Extension (\$205k) projects are to be completed in 2015/16 due to delays in obtaining EPA approval. The Sale Transfer Station works were deferred due to Council exploring land use alternatives with another authority.
6	Parks, open space and streetscapes	Commercial Road Streetscape works (\$1 million) were rescheduled in order to coordinate work on pavements and water mains undertaken by third parties. Sale CBD Infrastructure Renewal Program received additional Local Priority Funding for Raymond Street North, allowing rates funding to be redirected, as a contribution to the Seaspray Surf Lifesaving Club. Work on McArthur Street was delayed due to land ownership negotiations (this was always budgeted as a multi year project) and continues in 2015/16. Landscaping expenditure originally budgeted as capital works, was expensed due to the nature of the works (\$568k). Stephenson's Park Power Supply Upgrade (\$313k) has been delayed to 2015/16.
7	Other infrastructure	Construction of the McLoughlins floating pontoons (\$301k) will commence along with McLoughlins Beach Footbridge in 2015/16. Works on the Sale Livestock Exchange Upgrade (\$1.2 million) planned for 2015/16 were brought forward into 2014/15, with capital requirements reorganised to accommodate completion schedules across other projects.

Notes to the Financial Report
For the Year Ended 30 June 2015

	2015	2014
	\$'000	\$'000
NOTE 2 RATES AND CHARGES		
Council uses Capital Improved Value (CIV) as the basis of valuation of all properties within the municipal district. The CIV of a property is its total land and improvements value.		
The valuation base used to calculate general rates for 2014/2015 was \$8,965 million (2013/2014 \$8,522 million). The 2014/2015 general rate in the CIV dollar was 0.005182 (2013/2014, 0.005190) and farm rate 0.004145 (2013/2014, 0.004149).		
General Rates	44,381	42,287
Waste management charge	1,137	1,066
Service rates and charges	1,245	1,238
Supplementary rates and rate adjustments	560	324
Cultural and recreational	58	49
TOTAL RATES AND CHARGES	48,381	46,964
The date of the latest general revaluation of land for rating purposes within the municipal district was 1 January 2014, and the valuation was first applied in the rating year commencing 1 July 2014.		
NOTE 4 STATUTORY FEES AND FINES		
Planning fees	220	215
Infirrigations and costs	150	88
Land and Building Information certificates	68	92
Permits	62	68
TOTAL STATUTORY FEES AND FINES	500	463
NOTE 5 USER FEES		
Waste management services	7,404	2,131
Leisure centres	2,116	2,056
Registration and other permits	902	582
Entertainment Centre	378	361
Other fees and charges	343	347
Emergency Management/Works	190	118
Caravan Parks	98	87
Animal Services	72	53
TOTAL USER FEES	13,809	8,865

Notes to the Financial Report
For the Year Ended 30 June 2015

	2015	2014
	\$'000	\$'000
NOTE 4 GRANTS		
Grants were received in respect of the following:		
Summary of grants		
Commonwealth funded grants	20,150	9,241
State funded grants	6,052	7,185
TOTAL GRANTS	26,202	16,426
Operating Grants		
Recurrent - Commonwealth Government		
Victoria Grants Commission	18,270	6,115
Recurrent - State Government		
School crossing supervisors	77	71
Libraries	302	298
Art Gallery and Entertainment Centre	221	200
Rural access and Transport connection	223	211
Property Valuation	30	174
Environmental health	74	182
Parks and Environmental services	84	75
State emergency services	75	74
Municipal emergency	110	73
Senior citizens	52	54
Community support programs	25	25
Planning	6	23
Economic Development	10	10
Fire services property levy	53	-
Other	13	44
Total recurrent operating grants	19,829	7,568
Non Recurrent - State Government		
Community and Recreation facilities upgrade	308	309
Natural disaster funding	490	672
Parks and Environmental services	11	79
Wellington coastal subdivision strategy infrastructure	500	500
Municipal emergency	164	111
Economic development and Tourism	75	85
Fire services property levy	-	84
Community support programs	18	58
Environmental health	23	-
Total non-recurrent operating grants	1,627	2,149
Total operating grants	21,456	9,717

Notes to the Financial Report
For the Year Ended 30 June 2015

	2015	2014
	\$'000	\$'000
NOTE 6 GRANTS (CONTD)		
Capital Grants		
Recurrent - Commonwealth Government		
Roads to recovery	1,627	2,647
Total recurrent capital grants	1,627	2,647
Non-recurrent - State Government		
Buildings	2,573	1,517
Parks, open space and streetscapes	955	973
Footpaths	189	-
Waste Management	21	-
Roads	-	953
Bridges	-	899
Library Books	10	15
Computers and telecommunications	7	-
Total non-recurrent capital grants	3,449	3,751
Total capital grants	5,076	6,398
Conditions on Grants		
Grants recognised as revenue during the year that were obtained on condition that they be expended in a specified manner that had not occurred at balance date were:	2,600	3,545
Grants which were recognised as revenue in prior years and were expended during the current year in the manner specified by the grantor were:	7,854	11,729
Net increase/(decrease) in restricted assets resulting from grant revenues for the year:	14	(7,481)
NOTE 7 CONTRIBUTIONS		
Monetary	339	499
Non-monetary	1,589	920
TOTAL CONTRIBUTIONS	1,928	1,419
Contributions of non-monetary assets were received in relation to the following asset classes:		
Land	447	403
Land under roads	12	45
Buildings	189	-
Infrastructure	937	330
Art Works	4	142
1,589	820	
Conditions on Contributions		
Monetary contributions recognised as revenue during the year that were obtained on condition that they be expended in a specified manner that had not occurred at balance date were:	48	180
Monetary contributions which were recognised as revenue in prior years and were expended during the current year in the manner specified by the grantor were:	105	118
Net increase/(decrease) in restricted assets resulting from monetary contribution revenues for the year:	(57)	62
NOTE 8 NET GAIN/(LOSS) ON DISPOSAL OF PROPERTY, INFRASTRUCTURE, PLANT AND EQUIPMENT		
Disposal of Plant and Equipment		
Proceeds of Sale	813	988
Written down value of assets disposed	(780)	(861)
TOTAL NET GAIN/(LOSS) ON DISPOSAL OF PROPERTY, INFRASTRUCTURE, PLANT AND EQUIPMENT	(67)	127

Wellington Shire Council
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Notes to the Financial Report
For the Year Ended 30 June 2015

	2015	2014
	\$'000	\$'000
NOTE 8 OTHER INCOME		
Interest	1,586	1,494
Other rent	602	664
Other	814	308
TOTAL OTHER INCOME	3,002	2,466
NOTE 18(a) EMPLOYEE COSTS		
Wages and salaries	18,843	18,182
WorkCover	418	322
Casual staff	1,166	1,082
Superannuation	1,872	1,734
Fringe benefits tax	219	230
Other	385	464
TOTAL EMPLOYEE COSTS	23,893	21,894

Notes to the Financial Report
For the Year Ended 30 June 2015

NOTE 18(b) SUPERANNUATION

The Wellington Shire Council makes the majority of its employer superannuation contributions in respect of its employees to the Local Authorities Superannuation Fund (the Fund). This Fund has two categories of membership, accumulation and defined benefit, each of which is funded differently. Obligations for contributions to the Fund are recognised as an expense in the Comprehensive Income Statement when they are made or due.

Accumulation

The Fund's accumulation categories, Vision MySuper/Vision Super Saver, receives both employer and employee contributions on a progressive basis. Employer contributions are normally based on a fixed percentage of employee earnings (for the year ended 30 June 2015, this was 8.5% required under Superannuation Guarantee legislation (for 2013/14, this was 9.25%).

Defined Benefit

Wellington Shire Council does not use defined benefit accounting for its defined benefit obligations under the Fund's Defined Benefit category. This is because the Fund's Defined Benefit category is a pooled multi-employer sponsored plan.

There is no proportional split of the defined benefit liabilities, assets or costs between the participating employers as the defined benefit obligation is a floating obligation between the participating employers and the only time that the aggregate obligation is allocated to specific employers is when a call is made. As a result, the level of participations of Wellington Shire Council in the Fund cannot be measured as a percentage compared with other participating employers. Therefore, the Actuary is unable to allocate benefit liabilities, assets and costs between employers for the purposes of AASB 118.

Superannuation contributions

Contributions by Wellington Shire Council (excluding any unfunded liability payments) to the above superannuation plans for the financial year ended 30 June 2015 are detailed below:

Scheme	Type of scheme	Rate	2015 \$'000	2014 \$'000
Vision Super	Defined benefit	8.50%	255	373
Vision Super	Accumulation	8.50%	1,092	1,021
Employer contributions to other funds	Accumulation	8.50%	570	489

In addition to the above contributions, Wellington Shire Council has paid no unfunded liability payments to Vision Super during the 2014/15 year (2013/14 Nil).

There were no contributions outstanding and no loans issued from or to the above schemes as at 30 June 2015.

The expected contributions to be paid to the defined benefit category of Vision Super for the year ending 30 June 2016 is \$ 237,504.

Notes to the Financial Report
For the Year Ended 30 June 2015

	2015	2014
	\$'000	\$'000
NOTE 11 MATERIALS AND SERVICES		
Contractors	12,438	12,906
Materials	7,075	7,767
Contributions	3,173	3,130
Utility Payments	2,176	2,167
Insurances	851	880
Consultants	350	359
Authority Fees	894	702
Legal Expenses	76	106
TOTAL MATERIALS AND SERVICES	27,178	28,218
NOTE 12 BAD AND DOUBTFUL DEBTS		
Rates Debtors	67	79
Other Debtors	2	19
Infringements	18	32
TOTAL BAD AND DOUBTFUL DEBTS	87	130
NOTE 13 DEPRECIATION AND AMORTISATION		
Infrastructure	12,579	12,291
Property	7,243	6,323
Fleet and Equipment	2,117	2,154
Landfill Improvements	204	219
Intangible assets	308	444
TOTAL DEPRECIATION AND AMORTISATION	22,491	21,431
<i>Refer to note 19 and 20 for a more detailed breakdown of depreciation and amortisation charges</i>		
NOTE 14 BORROWING COSTS		
Interest - Borrowings	709	716
Changes to Net Present Value due to interest rate movements	54	14
TOTAL BORROWING COSTS	763	730
NOTE 15 OTHER EXPENSES		
Auditors' remuneration - WAGO - audit of the financial statements, performance statement and grant accounts	47	48
Auditors' remuneration - Internal	36	20
Councillors' allowances	263	273
Operating lease rentals	290	323
Impairment Expenses	-	112
Work in Progress Written Off	36	1
Compensation	-	300
Derecognition of assets	779	55
TOTAL OTHER EXPENSES	1,478	1,039

Notes to the Financial Report
For the Year Ended 30 June 2015

	2015 \$'000	2014 \$'000
NOTE 16 CASH AND CASH EQUIVALENTS		
Cash on hand	5	6
Cash at bank	5,336	305
Term deposits	38,017	35,878
TOTAL CASH AND CASH EQUIVALENTS	44,358	36,189
Council's cash and cash equivalents are subject to external restrictions that limit amounts available for discretionary use. These include:		
Trust funds and deposits (Note 22)	709	718
Unexpended grants and contributions (note 6 & 7)	2,914	3,725
Prior years unexpended grants and contributions	3,733	2,973
Other non discretionary reserves (Note 25(b))	845	1,100
Total restricted funds	8,201	8,516
Total unrestricted cash and cash equivalents	36,057	27,673
Intended allocations		
Although not externally restricted the following amounts have been allocated for specific future purposes by Council:		
Cash held to fund carried forward capital work/operating projects	4,319	7,735
Cash held in relation to the Victoria Grants Commission advance to fund general operations and roads works	6,073	-
Discretionary reserves (note 25(b))	4,203	5,525
Total funds subject to intended allocations	14,595	13,260
NOTE 17 TRADE AND OTHER RECEIVABLES		
Current		
Rates debtors	2,107	2,140
Government grants	1,790	2,520
Other debtors	919	625
Provision for doubtful debts - other debtors	(1)	(7)
Waste management	238	579
Special charge schemes	54	163
Net GST receivable	796	616
Total current trade and other receivables	5,902	6,642
Non-current		
Rates debtors - refer Note 1(a)	3,633	3,400
Provision for doubtful debts - rate debtors - refer Note 1(a)	(2,400)	(2,482)
Special charge schemes	295	304
Provision for doubtful debts - special charge scheme	(7)	(7)
Other debtors	52	43
Provision for doubtful debts - other debtors	(20)	(17)
Total non-current trade and other receivables	1,483	1,240
TOTAL TRADE AND OTHER RECEIVABLES	7,448	7,888
a) Ageing of Receivables		
At balance date other debtors representing financial assets were past due but not impaired. These amounts relate to a number of independent customers for whom there is no recent history of default. The ageing of the Council's trade & other receivables (including statutory receivables) was:		
Current (not yet due)	3,050	2,301
Past due by up to 30 days	210	1,334
Past due between 31 and 90 days	4	18
Past due between 91 and 360 days	-	13
Past due by more than 1 year	15	11
Total trade & other receivables	3,279	3,677

Notes to the Financial Report
For the Year Ended 30 June 2015

	2015	2014
	\$'000	\$'000
NOTE 17 TRADE AND OTHER RECEIVABLES (CONT'D)		
b) Movement in provisions for doubtful debts		
Balance at the beginning of the year	7	-
New Provisions recognised during the year	1	7
Amounts already provided for and written off as uncollectible	(7)	-
Amounts provided for but recovered during the year	-	-
Balance at end of year	<u>1</u>	<u>7</u>
c) Ageing of individually impaired Receivables		
At balance date, other debtors representing financial assets with a nominal value of Nil (2014, Nil) were impaired.		
NOTE 18 OTHER ASSETS		
Prepayments	341	251
Accrued Income	<u>1,525</u>	<u>1,435</u>
TOTAL OTHER ASSETS	<u><u>1,866</u></u>	<u><u>1,686</u></u>

W15 11(a) PROPERTY, INFRASTRUCTURE, PLANT AND EQUIPMENT

Land and Buildings

	Land - specialised £'000	Land - non- specialised £'000	Land Improvements £'000	Land Under Build £'000	Total Land £'000	Buildings - specialised £'000	Buildings - non- specialised £'000	Total Buildings £'000	Work In Progress £'000	Total Property £'000
For value 1 July 2014	2279	22,278	1,170	11,067	34,694	10,499	12,955	23,454	2,020	47,168
Accumulated Depreciation at 1 July 2014	-	-	(207)	-	(207)	(10,049)	(1,976)	(12,025)	-	(12,232)
	2279	22,278	963	11,067	34,497	400	10,979	11,379	2,020	34,936
Movement in Fair Value										
Acquisition of assets	115	-	20	12	147	4,076	-	4,223	1,000	9,346
Revaluation (increases/decreases)	-	-	-	-	-	(10,071)	-	(10,071)	-	(10,071)
Fair value of assets disposed	(207)	-	(19)	-	(226)	(1,905)	-	(2,030)	20	(2,035)
Transfers	36,719	(19,738)	-	-	17,000	14,046	(10,000)	4,046	(1,442)	8,604
	36,604	(19,738)	1	12	16,889	(5,925)	(10,000)	(15,925)	58	(4,038)
Movement in Accumulated Depreciation										
Depreciation and amortisation	-	-	(274)	-	(274)	(4,061)	-	(4,335)	-	(4,609)
Assets Class Revaluation (increases/decreases)	-	-	-	-	-	10,000	-	10,000	-	10,000
Accumulated Depreciation at Report	-	-	19	-	19	1,206	-	1,206	-	1,225
Transfers	-	-	-	-	-	(9,030)	(1,076)	(10,106)	-	(10,106)
	-	-	(255)	-	(255)	(4,825)	(1,076)	(5,901)	-	(6,157)
At the value 30 June 2015	10,004	-	1,119	11,079	21,192	10,000	-	10,000	4,172	35,363
Accumulated Depreciation at 30 June 2015	-	-	(236)	-	(236)	(10,000)	-	(10,000)	-	(10,236)
	10,004	-	883	11,079	20,967	500	-	500	4,172	25,129

W15 11(a) PROPERTY, INFRASTRUCTURE, PLANT AND EQUIPMENT (CONT'D)

Plant and Equipment

	Plant Machinery and Equipment £'000	Tools Mugs and Satchels £'000	Computers and Peripherals £'000	Library Books £'000	Art Works £'000	Work In Progress £'000	Total Plant and Equipment £'000
For value 1 July 2014	10,417	1,128	2,040	1,007	1,007	6	15,605
Accumulated Depreciation at 1 July 2014	(2,170)	(1,100)	(2,100)	(1,100)	-	-	(6,470)
	8,247	28	940	1,107	1,007	6	9,135
Movement in Fair Value							
Acquisition of assets	1,610	604	601	20	70	110	3,215
Fair value of assets disposed	(1,875)	26	-	(270)	-	-	(1,819)
Transfers	6	6	-	-	-	(61)	21
	(23)	636	601	20	70	49	1,369
Movement in Accumulated Depreciation							
Depreciation and amortisation	(1,462)	(147)	(241)	(281)	-	-	(2,131)
Accumulated Depreciation at Report	(3,632)	-	-	(200)	-	-	(3,832)
Transfers	-	6	-	-	-	-	6
	(3,632)	(141)	(241)	(281)	-	-	(4,295)
At the value 30 June 2015	4,615	144	699	1,087	1,077	115	8,237
Accumulated Depreciation at 30 June 2015	(3,807)	-	(241)	(281)	-	-	(4,329)
	838	144	458	1,087	1,077	115	3,919

NOTE 11a: PROPERTY, INFRASTRUCTURE, PLANT AND EQUIPMENT (CONT'D)

REVALUATION

	REVALUATION											Total Infrastructure £000
	Buildings £000	Other £000	Plant and Equipment £000	Intangible Assets £000	Goodwill £000	Other Intangible Assets £000	Other Intangible Assets £000	Other Intangible Assets £000	Other Intangible Assets £000	Other Intangible Assets £000	Other Intangible Assets £000	
Particular 1 July 2014	402,717	43,676	27,105	94,526	27,207	4,727	23,772	15,204	4,817	14,874	80	1,022,288
Accumulated Depreciation at 1 July 2014	(107,695)	(24,176)	(11,946)	(41,748)	(21,463)	(1,794)	(8,800)	(6,707)	(1,795)	(2,863)	—	(204,049)
	444,288	44,102	21,157	52,778	5,744	2,933	14,972	8,497	3,022	12,011	80	818,239
Measurement of FM Value												
Revaluation of assets	5,715	701	1,408	87	648	88	80	80	46	1,216	1,822	14,874
Revaluation increments/decrements	—	—	—	4,255	—	—	—	(1,702)	(865)	—	—	—
Fair value of assets disposed	(1,280)	(1,252)	(286)	25	(778)	—	(225)	—	—	(842)	—	(5,973)
Transfer	—	—	—	—	—	—	—	—	—	—	—	—
	4,435	(451)	(878)	4,337	(730)	88	(145)	(782)	(816)	374	1,822	14,874
Measurement of Accumulated Depreciation												
Depreciation and amortisation	32,702	(1,175)	884	268	888	(788)	(848)	284	(116)	(861)	—	(43,072)
Asset Capex/Production asset/increment	—	—	—	2,822	—	—	—	1,204	88	—	—	918
Accumulated depreciation of disposals	(712)	—	(28)	—	—	—	—	—	—	—	—	(740)
Transfer	88	1,252	286	2	12	—	—	—	—	—	—	1,538
	32,816	1,252	862	2,824	888	(788)	(848)	1,204	88	(861)	—	41,500
At 30 June 2015	386,257	47,381	28,441	57,533	27,732	4,721	24,127	14,501	4,206	14,997	182	1,004,088
Accumulated depreciation at 30 June 2015	(108,445)	(24,186)	(14,088)	(41,523)	(21,575)	(1,806)	(9,047)	(5,203)	(1,811)	(3,735)	—	(206,295)
	401,248	44,195	14,353	16,010	6,157	2,915	15,080	9,298	2,395	11,262	182	797,793

Notes to the Financial Report
For the Year Ended 30 June 2015

NOTE 19(b) PROPERTY, INFRASTRUCTURE, PLANT AND EQUIPMENT (CONT'D)

Valuation of land and buildings

Valuation of buildings were undertaken by a qualified independent valuer APV Valuers & Asset Management - Lachlan Black Registered Valuer No 2013 and Damon Grigg Registered Valuer No 3204. Valuation of land was undertaken by a qualified independent valuer Jonathan Barnett Registered Valuer No 63207.

The valuation of land and buildings is at fair value, being market value based on highest and best use permitted by relevant land planning provisions. Where land use is restricted through existing planning provisions the valuation is reduced to reflect this limitation. This adjustment is an unobservable input in the valuation. The adjustment has no impact on the comprehensive income statement.

Specialised land is valued at fair value using site values adjusted for attributes (undeveloped and/or unserviced) characteristics, access rights and private interests of other parties and entitlements of infrastructure assets and services. This adjustment is an unobservable input in the valuation. The adjustment has no impact on the comprehensive income statement.

Any significant movements in the unobservable inputs for land and land under roads will have a significant impact on the fair value of these assets.

Details of the Council's land and buildings and information about the fair value hierarchy as at 30 June 2015 are as follows:

	Level 1	Level 2	Level 3
Specialised Land	-	-	73,668
Land Under Roads	-	-	17,079
Land Improvements	-	-	666
Buildings	-	731	75,034
Total	-	731	171,447

Valuation of infrastructure

Valuation of infrastructure assets (roads, bridges, footpaths and cycleways and drainage) has been determined in accordance with a valuation undertaken by Council Officer Mr Chris Hastie B. Eng (Civil), Asset Mgt and Council Officer Mr John Inglis Dip Eng.

Valuation of infrastructure assets (recreational, leisure and community facilities, waste management, parks, open space and streetscapes, aerodromes and other infrastructure) has been determined in accordance with an independent valuation undertaken by APV Valuers & Asset Management - Lachlan Black Registered Valuer No 2013 and Damon Grigg Registered Valuer No 3204.

The valuation is at fair value based on replacement cost less accumulated depreciation as at the date of valuation.

Details of the Council's infrastructure and information about the fair value hierarchy as at 30 June 2015 are as follows:

	Level 1	Level 2	Level 3
Roads	-	-	403,246
Bridges	-	-	58,012
Footpaths and Cycleways	-	-	24,063
Drainage	-	-	69,342
Recreational, leisure and community facilities	-	1,244	13,969
Waste Management	-	-	2,856
Parks, open space and streetscapes	-	580	18,308
Aerodromes	-	-	9,385
Off street car parking	-	-	2,857
Other infrastructure	-	49	5,316
Total	-	1,373	605,424

Notes to the Financial Report
For the Year Ended 30 June 2015

NOTE 19(b) PROPERTY, INFRASTRUCTURE, PLANT AND EQUIPMENT (CONTD)

Description of significant unobservable inputs into level 3 valuations

Specialised land and land under roads is valued using a market based direct comparison technique. Significant unobservable inputs include the extent and impact of restriction of use and the market cost of land per square metre. The extent and impact of restrictions on use varies and results in a reduction to surrounding land values between 5% and 95%. The market value of land varies significantly depending on the location of the land and the current market conditions. Currently land values range between \$0.63 and \$18,141.57 per square metre and land under roads values range between \$0.15 and \$1.03 per square metre.

Specialised buildings are valued using a depreciated replacement cost technique. Significant unobservable inputs include the current replacement cost and remaining useful lives of buildings. Current replacement costs are comprised of a square metre basis ranging from \$357 to \$4,437 per square metre. The remaining useful lives of buildings are determined on the basis of the current condition of buildings and vary from 1 year to 100 years. Replacement cost is sensitive to changes in market conditions, with any increase or decrease in cost flowing through to the valuation. Useful lives of buildings are sensitive to changes in expectations or requirements that could either shorten or extend the useful lives of buildings.

Infrastructure assets are valued based on the depreciated replacement cost. Significant unobservable inputs include the current replacement cost and remaining useful lives of infrastructure. The remaining useful lives of infrastructure assets are determined on the basis of the current condition of the asset and vary from 10 years to indefinite. Replacement cost is sensitive to changes in market conditions, with any increase or decrease in cost flowing through to the valuation. Useful lives of infrastructure are sensitive to changes in use, expectations or requirements that could either shorten or extend the useful lives of infrastructure assets.

	2015	2014
	\$'000	\$'000
Reconciliation of specialised land		
Off Street Car Parks	4,038	4,038
Aerodromes	3,051	3,051
Parks/Open Space/Streetscapes	39,561	39,603
Recreation, Leisure & Community Facilities	26,023	26,165
Drainage	753	753
Waste Management	1,484	1,484
Other Infrastructure - Piers/Jetties/Courten Parks/Markets/Coaleyard	1,159	1,156
Total specialised land	78,668	78,852

Notes to the Financial Report
For the Year Ended 30 June 2015

	2015	2014
	\$'000	\$'000
NOTE 20 INTANGIBLE ASSETS		
Water rights	14	-
Software	317	485
Landfill air space	570	641
TOTAL INTANGIBLE ASSETS	901	1,126

	Water Right	Software	Landfill	Total
	\$'000	\$'000	\$'000	\$'000
Gross Carrying amount				
Balance at 1 July 2013	-	371	1,642	2,013
Additions	-	294	-	294
Balance at 1 July 2014	-	1,255	1,642	3,197
Additions	17	53	80	110
Assets written off	-	-	(503)	(503)
Balance at 30 June 2015	17	1,308	1,479	2,804
Accumulated amortisation and impairment				
Balance at 1 July 2013	-	571	1,056	1,627
Amortisation expense	-	198	246	444
Balance at 1 July 2014	-	769	1,302	2,071
Amortisation expense	3	222	103	328
Assets written off	-	-	(486)	(486)
Balance at 30 June 2015	3	991	909	1,903
Net book value at 30 June 2014	-	485	641	1,126
Net book value at 30 June 2015	14	317	570	901

NOTE 21 TRADE AND OTHER PAYABLES

Trade Payables	5,930	5,477
Accrued Employee Expenses	173	120
TOTAL TRADE AND OTHER PAYABLES	6,103	5,603

NOTE 22 TRUST FUNDS AND DEPOSITS

Trust monies are held for the following purposes:		
Refundable deposits	184	122
Fire Services Property Levy	280	236
Retention amounts	135	133
Other trust funds and deposits	170	224
TOTAL TRUST FUNDS AND DEPOSITS	769	718

Notes to the Financial Report
For the Year Ended 30 June 2015

NOTE 22 TRUST FUNDS AND DEPOSITS (CONTD)

Purpose and nature of items

Refundable deposits - Deposits are taken by council as a form of surety in a number of circumstances, including in relation to building works, tender deposits, contract deposits, subdivision deposits and the use of civic facilities.

Fire Services Property Levy - Council is the collection agent for fire services property levy on behalf of the State Government. Council remits amounts received on a quarterly basis. Amounts disclosed here will be remitted to the state government in line with that process.

Retention Amounts - Council has a contractual right to retain certain amounts until a contractor has met certain requirements or a related warrant or defect period has elapsed. Subject to the satisfactory completion of the contractual obligations, or the elapsing of time, these amounts will be paid to the relevant contractor in line with Council's contractual obligations.

Other Trust funds and deposits - Council holds in trust tickets sales for shows performed by third parties held at the entertainment centre which are forwarded to performer on completion of the show.

NOTE 23 PROVISIONS

	Landfill restoration \$'000	Total \$'000
2015		
Balance at beginning of the financial year	2,027	2,027
Additional Provisions	40	40
Increase / (decrease) in the discounted amount arising because of time and the effect of any change in the discount rate	94	94
Balance at the end of the financial year	<u>2,161</u>	<u>2,161</u>
2014		
Balance at beginning of the financial year	2,013	2,013
Increase in the discounted amount arising because of time and the effect of any change in the discount rate	14	14
Balance at the end of the financial year	<u>2,027</u>	<u>2,027</u>
	2015	2014
	\$'000	\$'000
(a) Employee Provisions		
Current provisions expected to be wholly settled within 12 months		
Annual Leave	1,389	1,256
Long Service Leave	341	205
	<u>1,730</u>	<u>1,524</u>
Current provisions expected to be settled after 12 months		
Annual Leave	340	208
Long Service Leave	3,624	3,670
	<u>4,264</u>	<u>3,958</u>
Total current provisions	<u>5,974</u>	<u>5,492</u>

Notes to the Financial Report
For the Year Ended 30 June 2015

NOTE 23 PROVISIONS (CONTD)

	2015	2014
	\$'000	\$'000
(a) Employee Provisions (cont'd)		
Non-Current		
Long Service Leave	251	267
Sick Leave Grubity	1	1
Total non-current provisions	<u>252</u>	<u>268</u>
Aggregate Carrying amount of Employee Benefits		
Current	5,974	5,492
Non-Current	<u>252</u>	<u>268</u>
Total aggregate carrying amounts of employee provisions	<u>6,226</u>	<u>5,760</u>

The following assumptions were adopted in measuring the present value of employee benefits:

Weighted average increase in employee costs	4.430%	4.430%
Weighted average discount rates	2.39%	2.97%
Weighted average settlement period	12 mths	12 mths

(b) Landfill Restoration

Current	588	540
Non-current	<u>1,683</u>	<u>1,487</u>
	<u>2,271</u>	<u>2,027</u>

The following assumptions were adopted in measuring the present value of landfill restoration:

Weighted average increase in costs	3.0%	3.0%
Weighted average discount rates	2.95%	3.45%
Weighted average settlement period	12 mths	12 mths

Refer to Note 1(i) for further information on Landfill restoration provisions.

Notes to the Financial Report
For the Year Ended 30 June 2015

NOTE 24 INTEREST-BEARING LOANS AND BORROWINGS	2015	2014
	\$'000	\$'000
Current		
Borrowings - secured	2,990	2,847
Non-current		
Borrowings - secured	10,137	13,127
TOTAL INTEREST-BEARING LOANS AND BORROWINGS	<u>13,127</u>	<u>15,974</u>
a) The maturity profile for Council's borrowings is:		
Not later than one year	2,990	2,847
Later than one year and not later than five years	5,822	8,524
Later than five years	4,315	4,603
	<u>13,127</u>	<u>15,974</u>
b) Aggregate carrying amount of interest-bearing loans and borrowings:		
Current	2,990	2,847
(Non-current)	<u>10,137</u>	<u>13,127</u>
	<u>13,127</u>	<u>15,974</u>

NOTE 25 RESERVES

	Balance at beginning of reporting period \$'000	Increment (Decrement) \$'000	Balance at end of reporting period \$'000
(a) Asset revaluation reserves:			
2015			
Property			
Land	73,414	(255)	73,119
Buildings and Structures	71,544	288	71,832
	<u>144,958</u>	<u>(7)</u>	<u>144,951</u>
Infrastructure			
Road, Streets, Drainage, Bridges and Culverts	454,438	3,452	459,890
Other			
Art Gallery Stock	1,123	-	1,123
TOTAL ASSET REVALUATION RESERVES	<u>600,519</u>	<u>3,445</u>	<u>600,984</u>
2014			
Property			
Land	67,215	(6,196)	73,414
Buildings and Structures	72,077	(533)	71,544
Infrastructure			
Road, Streets, Drainage, Bridges and Culverts	407,714	46,774	454,438
Other			
Art Gallery Stock	1,123	-	1,123
TOTAL ASSET REVALUATION RESERVES	<u>548,129</u>	<u>52,388</u>	<u>600,519</u>

The asset revaluation reserve is used to record the increase/(decrease) value of Council's assets over time.

	Balance at beginning of reporting period \$'000	Transfer from accumulated surplus \$'000	Transfer to accumulated surplus \$'000	Balance at end of reporting period \$'000
(b) Other reserves				
2015				
Discretionary Reserves				
Asset Improvement	688	-	435	253
Plant Replacement	1,448	509	474	1,474
Waste Management	3,689	302	115	4,426
Total Discretionary Reserves	<u>5,825</u>	<u>1,492</u>	<u>1,024</u>	<u>6,293</u>
Non Discretionary Reserves				
Recreational Land	335	89	148	276
Art Gallery Acquisition	-	14	14	-
Art Gallery Contribution	33	-	32	1
Leased Property Improvements	732	48	212	568
Total Non Discretionary Reserves	<u>1,100</u>	<u>151</u>	<u>406</u>	<u>845</u>
TOTAL OTHER RESERVES	<u>6,925</u>	<u>1,643</u>	<u>1,430</u>	<u>7,048</u>

NOTE 25 RESERVES (CONTD)

	Balance at beginning of reporting period \$'000	Transfer from accumulated surplus \$'000	Transfer to accumulated surplus \$'000	Balance at end of reporting period \$'000
2014				
Discretionary Reserves				
Asset Improvement	1,892	177	1,381	688
Plant Replacement	1,308	993	658	1,448
Waste Management	2,949	913	173	3,589
Total Discretionary Reserves	6,149	2,083	2,412	5,820
Non Discretionary Reserves				
Recreational Land	226	109	-	335
Art Gallery Contribution	-	33	-	33
Leased Property Improvements	660	183	111	732
Total Non Discretionary Reserves	886	325	111	1,324
TOTAL OTHER RESERVES	7,035	2,413	2,523	6,925

Purpose of Reserves

Discretionary Reserves

Asset Improvement

Reserve to fund capital improvements.

Plant Replacement

Reserve is to fund future purchases of major plant and equipment.

Waste Management

Reserve is to fund the establishment of recycling and transfer stations, rehabilitation of landfills and monitoring of existing and closed landfills, and an increase in landfill capacity in the future.

Non-Discretionary Reserves

Recreational Land

Reserve to fund future open space facilities as per Section 10 of Subdivision Act.

Art Gallery Acquisition

Reserve is to fund future approved art gallery acquisitions.

Art Gallery Contributions

Reserve is to fund future specific major art gallery exhibitions.

Leased Property Improvements

Reserve to fund future works on leased properties in accordance with Crown Land Act.

Notes to the Financial Report
For the Year Ended 30 June 2015

	2015 \$'000	2014 \$'000
NOTE 26 RECONCILIATION OF CASH FLOWS FROM OPERATING ACTIVITIES TO SURPLUS/(DEFICIT)		
Surplus for the period	12,033	144
Depreciation and Amortisation	22,401	21,430
(Profit)/loss on disposal of property, infrastructure, plant and equipment	177	(193)
Contributions- Non-monetary	(1,589)	(920)
Borrowing costs	772	716
Other	735	169
Change in assets and liabilities		
Decrease in trade and other receivables	439	55
Increase in Other Assets	(658)	4
Decrease in trade and other payables	500	(4,792)
Increase in other liabilities	51	(36)
Increase in Provisions	601	373
NET CASH PROVIDED BY OPERATING ACTIVITIES	<u>35,557</u>	<u>16,969</u>
NOTE 27 RECONCILIATION OF CASH AND CASH EQUIVALENTS		
Cash and cash equivalents (see note 16)	<u>44,358</u>	<u>36,189</u>
	<u>44,358</u>	<u>36,189</u>
NOTE 28 FINANCING ARRANGEMENTS		
Bank overdraft	200	200
Used facilities	-	-
Unused facilities	<u>200</u>	<u>200</u>

Notes to the Financial Report
For the Year Ended 30 June 2015

NOTE 28 COMMITMENTS

The Council has entered into the following commitments:

2015	Not later than 1 year	Later than 1 year and not later than 2 years	Later than 2 years and not later than 5 years		Total
			Later than 2 years	Later than 5 years	
	\$'000	\$'000	\$'000	\$'000	\$'000
Operating					
Waste management	4,433	4,433	6,905	-	17,731
Tourist Information centre	175	175	-	-	350
Animal pound & shelter services	237	237	719	-	1,154
Vakation Contract	388	-	-	-	388
North Sale outline development plan	57	-	-	-	57
Livestocking	60	-	-	-	60
Maternal and Child Health	940	863	-	-	1,803
L to P Project	125	125	251	-	501
Software Maintenance	274	274	21	-	569
TOTAL	6,686	6,107	8,847	-	22,652

2015	Not later than 1 year	Later than 1 year and not later than 2 years	Later than 2 years and not later than 5 years		Total
			Later than 2 years	Later than 5 years	
	\$'000	\$'000	\$'000	\$'000	\$'000
Capital					
Buildings	1,400	-	-	-	1,400
Footpaths & Cycleways	38	-	-	-	38
Plant, Machinery & Equipment	590	-	-	-	590
Roads	561	-	-	-	561
TOTAL	2,678	-	-	-	2,678

2014	Not later than 1 year	Later than 1 year and not later than 2 years	Later than 2 years and not later than 5 years		Total
			Later than 2 years	Later than 5 years	
	\$'000	\$'000	\$'000	\$'000	\$'000
Operating					
Waste Management	4,501	4,421	13,265	-	22,277
Tourist Information Centre	171	171	-	-	342
Software Maintenance	61	61	81	-	203
Animal Pound and Shelter Service	161	-	-	-	161
Major Facilities Maintenance	145	-	-	-	145
Municipal Building Services	106	-	-	-	106
Major Facilities Clearing	70	-	-	-	70
TOTAL	5,306	4,653	13,346	-	23,304

2014	Not later than 1 year	Later than 1 year and not later than 2 years	Later than 2 years and not later than 5 years		Total
			Later than 2 years	Later than 5 years	
	\$'000	\$'000	\$'000	\$'000	\$'000
Capital					
Buildings	1,961	-	-	-	1,961
Footpaths & Cycleways	187	-	-	-	187
Plant, Machinery & Equipment	130	-	-	-	130
Bridges	79	-	-	-	79
Roads	68	-	-	-	68
TOTAL	2,425	-	-	-	2,425

Notes to the Financial Report
For the Year Ended 30 June 2015

	2015	2014
	\$'000	\$'000

NOTE 30 OPERATING LEASES:

(a) Operating lease commitments

At the reporting date, the Council had the following obligations under non-cancellable operating leases for the lease of equipment and land and buildings for use within Council's activities (these obligations are not recognised as liabilities):

Not later than one year	253	367
Later than one year and not later than five years	1,356	1,215
Later than five years	31	49
	<u>1,640</u>	<u>1,631</u>

(b) Operating lease receivables

The Council has entered into a commercial property sublease for a portion of it unused office space in the Port of Sale Business Centre. This property was sublet as an operating lease and has a remaining non-cancellable lease terms of under 1 year remaining.

Future minimum rentals receivable under non-cancellable operating leases are as follows:

Not later than one year	6	26
Later than one year and not later than five years	-	-
Later than five years	-	-
	<u>6</u>	<u>26</u>

NOTE 31 CONTINGENT ASSETS AND LIABILITIES

CONTINGENT ASSETS

Non cash contributions expected to be received in respect of subdivision and gifted assets are as follows:

Developer Contributions	2,455	1,581
TOTAL CONTINGENT ASSETS	<u>2,455</u>	<u>1,581</u>

Wellington Shire Council is presently involved in several confidential legal matters, which are being conducted through Council's solicitors.

As these matters are yet to be finalised, and the financial outcomes are unable to be reliably measured, no allowance for these contingencies has been made in the financial statements.

Notes to the Financial Report
For the Year Ended 30 June 2015

NOTE 31 CONTINGENT ASSETS AND LIABILITIES (CONT'D)

Defined Benefit Superannuation Fund

Wellington Shire Council has obligations under a defined benefit superannuation scheme that may result in the need to make additional contributions to the scheme to ensure that the liabilities of the fund are covered by the assets of the fund. As a result of the volatility in financial markets the likelihood of making such contributions in future periods exists. At this point in time it is not known if additional contributions will be required, their timing or potential amount.

Funding arrangements

Wellington Shire Council makes employer contributions to the defined benefit category of the Fund at rates determined by the Trustee on the advice of the Fund's Actuary.

The Fund's latest actuarial investigation was held as at 30 June 2014 and it was determined that the vested benefit index (VBI) of the defined benefit category of which Wellington Shire Council is a contributing employer was 103.4%. To determine the VBI, the fund Actuary used the following long term assumptions:

- Net investment returns 7.5% pa
- Salary inflation 4.25% pa
- Price inflation (CPI) 2.75% pa.

Vision Super has advised that the estimated VBI at 30 June 2015 was 105.8%

The VBI is to be used as the primary funding indicator. Because the VBI was above 100%, the actuarial investigation determined the defined benefit category was in a satisfactory financial position and that no change was necessary to the defined benefit category's funding arrangements from prior years.

Employer contributions

Regular contributions

On the basis of the results of the most recent full actuarial investigation conducted by the Fund's Actuary as at 30 June 2014, Wellington Shire Council makes employer contributions to the Fund's Defined Benefit category at rates determined by the Fund's Trustee. For the year ended 30 June 2015, this rate was 9.5% of members' salaries. This rate will increase in line with any increase to the Superannuation Guarantee (SG) contribution rate.

In addition, Wellington Shire Council reimburses the Fund to cover the excess of the benefits paid as a consequence of retrenchment above the funded resignation or retirement benefit.

Funding calls

If the defined benefit category is in an unsatisfactory financial position at actuarial investigation or the defined benefit category's VBI is below its shortfall limit at any time other than the date of the actuarial investigation, the defined benefit category has a shortfall for the purposes of SPS 160 and the Fund is required to put a plan in place so that the shortfall is fully funded within three years of the shortfall occurring. The Fund monitors its VBI on a quarterly basis and the Fund has set its shortfall limit at 97%.

In the event that the Fund Actuary determines that there is a shortfall based on the above requirement, the Fund's participating employers (including Wellington Shire Council) are required to make an employer contribution to cover the shortfall.

Notes to the Financial Report
For the Year Ended 30 June 2015

NOTE 31 CONTINGENT ASSETS AND LIABILITIES (CONT'D)

Using the agreed methodology, the shortfall amount is apportioned between the participating employers based on the pre-1 July 1993 and post-30 June 1993 service liabilities of the Fund's defined benefit category, together with the employer's payroll at 30 June 1993 and at the date the shortfall has been calculated.

Due to the nature of the contractual obligations between the participating employers and the Fund, and that the Fund includes lifetime pensioners and their reversionary beneficiaries, it is unlikely that the Fund will be wound up.

If there is a surplus in the Fund, the surplus cannot be returned to the participating employers.

In the event that a participating employer is wound up, the defined benefit obligations of that employer will be transferred to that employer's successor.

Latest actuarial investigation surplus amounts

The Fund's latest actuarial investigation as at 30 June 2014 identified the following in the defined benefit category of which Wellington Shire Council is a contributing employer:

- A VBI surplus of \$77.1 million, and
- A total service liability surplus of \$236 million.

The VBI surplus means that the market value of the fund's assets supporting the defined benefit obligations exceed the vested benefits that the defined benefit members would have been entitled to if they had all exited on 30 June 2014.

The total service liability surplus means that the current value of the assets in the Fund's defined benefit category plus expected future contributions exceeds the value of expected future benefits and expenses.

Wellington Shire Council was notified of the results of the actuarial investigation during January 2015.

Landfill Restoration

Council operates 3 licensed landfills at Kilmory, Longford and Maffra and will be required to carry out site rehabilitation works in the future. Council currently has a provision for landfill restoration (refer Note 23 (b)) which is a best estimate at this time.

Depending on the exact requirements of the Environment Protection Authority (EPA) Council may have a further liability but at this point the exact amount is unknown, as the risk levels for each site are yet to be agreed with the EPA and potential costs depend on this assessment.

Guarantees for loans to other entities

Council has also guaranteed a loan taken out by a community group, to undertake significant capital works to the Club's facilities that are located on Council land.

Council's estimated liability with respect to contingent items is as follows:

	2015	2014
	\$'000	\$'000
Bank Guarantees	934	934
Loan Guarantees	36	101
TOTAL BANK GUARANTEES	970	1,035

Notes to the Financial Report
For the Year Ended 30 June 2015

NOTE 32 FINANCIAL INSTRUMENTS

(a) Objectives and policies

The Council's principal financial instruments comprise cash assets, term deposits, receivables (excluding statutory receivables), payables (excluding statutory payables) and bank borrowings. Details of the significant accounting policies and methods adopted, including the criteria for recognition, the basis of measurement and the basis on which income and expenses are recognised, in respect of each class of financial asset, financial liability and equity instrument is disclosed in Note 1 of the financial statements. Risk management is carried out by senior management under policies approved by the Council. These policies include identification and analysis of the risk exposure to Council and appropriate procedures, controls and risk minimization.

(b) Market risk

Market risk is the risk that the fair value or future cash flows of our financial instruments will fluctuate because of changes in market prices. The Council's exposures to market risk is primarily through interest rate risk with only insignificant exposure to other price risks and no exposure to foreign currency risk.

Interest rate risk

Interest rate risk refers to the risk that the value of a financial instrument or cash flows associated with the instrument will fluctuate due to changes in market interest rates. Our interest rate liability risk arises primarily from long term loans and borrowings at fixed rates which exposes us to fair value interest rate risk / Council does not hold any interest bearing financial instruments that are measured at fair value, and therefore has no exposure to fair value interest rate risk. Cash flow interest rate risk is the risk that the future cash flows of a financial instrument will fluctuate because of changes in market interest rates. Council has minimal exposure to cash flow interest rate risk through its cash and deposits that are at floating rate.

Investment of surplus funds is made with approved financial institutions under the Local Government Act 1989. We manage interest rate risk by adopting an investment policy that ensures:

- diversification of investment product,
- monitoring of return on investment,
- benchmarking of returns and comparison with budget

There has been no significant change in the Council's exposure, or its objectives, policies and processes for managing interest rate risk or the methods used to measure this risk from the previous reporting period.

Interest rate movements have not been sufficiently significant during the year to have an impact on the Council's year end result.

(c) Credit risk

Credit risk is the risk that a contracting entity will not complete its obligations under a financial instrument and cause us to make a financial loss. We have exposure to credit risk on some financial assets included in our balance sheet. To help manage this risk:

- we have a policy for establishing credit limits for the entities we deal with;
- we may require collateral where appropriate; and
- we only invest surplus funds with financial institutions which have a recognized credit rating specified in our investment policy.

Receivables consist of a large number of customers, spread across the ratepayer, business and government sectors. Credit risk associated with the Council's financial assets is minimal because the main debtor is secured by a charge over the rateable property.

There are no material financial assets which are individually determined to be impaired.

We may also be subject to credit risk for transactions which are not included in the balance sheet, such as when we provide a guarantee for another party. Details of our contingent liabilities are disclosed in note 31.

The maximum exposure to credit risk at the reporting date to recognised financial assets is the carrying amount, net of any provisions for impairment of those assets, as disclosed in the balance sheet and notes to the financial statements. Council does not hold any collateral.

Notes to the Financial Report
For the Year Ended 30 June 2015

NOTE 32 FINANCIAL INSTRUMENTS (CONTD)

(d) Liquidity risk

Liquidity risk includes the risk that, as a result of our operational liquidity requirements or we will not have sufficient funds to settle a transaction when required, we will be forced to sell a financial asset at below value or may be unable to settle or recover a financial asset.

To help reduce these risks Council:

- have a liquidity policy which targets a minimum and average level of cash and cash equivalents to be maintained;
- have readily accessible standby facilities and other funding arrangements in place;
- have a liquidity portfolio structure that requires surplus funds to be invested within various bands of liquid instruments;
- monitor budget to actual performance on a regular basis; and
- set limits on borrowings relating to the percentage of loans to rate revenue and percentage of loan principal repayments to rate revenue.

The Council's maximum exposure to liquidity risk is the carrying amounts of financial liabilities as disclosed in the face of the balance sheet and the amounts related to financial guarantees disclosed in Note 31, and is deemed insignificant based on prior periods' data and current assessment of risk.

There has been no significant change in Council's exposure, or its objectives, policies and processes for managing liquidity risk or the methods used to measure this risk from the previous reporting period.

With the exception of borrowings, all financial liabilities are expected to be settled within normal terms of trade. Details of the maturity profile for borrowings are disclosed at Note 24.

Unless otherwise stated, the carrying amounts of financial instruments reflect their fair value.

(e) Fair value

Unless otherwise stated, the carrying amount of financial instruments reflect their fair value.

Fair value hierarchy

Council's financial assets and liabilities are not valued in accordance with the fair value hierarchy. Council's financial assets and liabilities are measured at amortised cost.

(f) Sensitivity disclosure analysis

Taking into account past performance, future expectations, economic forecasts, and management's knowledge and experience of the financial markets, Council believes the following movements are 'reasonably possible' over the next 12 months:

- A parallel shift of 0% and -0.5% in market interest rates (AUD) from year-end cash rate of 2%

These movements will not have a material impact on the valuation of Council's financial assets and liabilities, nor will they have a material impact on the results of Council's operations.

Notes to the Financial Report
For the Year Ended 30 June 2015

	2015	2014
	\$'000	\$'000
NOTE 33 ADJUSTMENTS DIRECTLY TO EQUITY		
Reversal of revalued components of assets disposed or written off (transfer from asset revaluation reserve to accumulated surplus)		
Land	71	102
Land/Air space	224	-
Buildings & Structures	1,627	533
Roads, Streets, Drainage, Bridges & Culverts	633	294
	<u>2,555</u>	<u>929</u>

NOTE 34 RELATED PARTY TRANSACTIONS

(i) Responsible Persons

Names of persons holding the position of a Responsible Person at the Council at any time during the year are:

COUNCILLORS:	Councillor Carolyn Croxley - Mayor (5/11/14-30/6/15)
	Councillor John Duncan
	Councillor Patrick McIver
	Councillor Bob Wengor
	Councillor Peter Cleary
	Councillor Emilio Davino
	Councillor Malcolm Holt
	Councillor Darren McCubbin
	Councillor Scott Rosselli Mayor (1/07/14-4/11/14)

CHIEF EXECUTIVE OFFICER David Meenan

(ii) Remuneration of Responsible Persons

The numbers of Responsible Officers whose total remuneration from Council and any related entities fall within the following bands:

Income Range:	2015	2014
	No.	No.
\$ 1 - \$ 9,999	-	-
\$ 10,000 - \$ 19,999	-	-
\$ 20,000 - \$ 29,999	7	8
\$ 30,000 - \$ 39,999	-	-
\$ 40,000 - \$ 49,999	1	-
\$ 50,000 - \$ 59,999	-	-
\$ 60,000 - \$ 69,999	1	-
\$ 70,000 - \$ 79,999	-	1
\$ 80,000 - \$ 89,999	-	1
\$ 90,000 - \$ 289,999	1	-
	<u>10</u>	<u>10</u>
	\$'000	\$'000
Total Remuneration for the reporting year for Responsible Persons included above amounted to:	560	535

Notes to the Financial Report
For the Year Ended 30 June 2015

NOTE 34 - RELATED PARTIES (CONTD)

(iii) Senior Officers Remuneration

A Senior Officer other than a Responsible Person, is an officer of Council who:

- (a) has management responsibilities and reports directly to the Chief Executive Officer; or
- (b) whose total annual remuneration exceeds \$135,000

The number of Senior Officers other than the Responsible Persons, are shown below in their relevant income bands:

Income Range	2015	2014
	No.	No.
<\$135,000	1	2
\$136,000 - \$139,999	-	1
\$140,000 - \$149,999	1	1
\$150,000 - \$159,999	1	-
\$170,000 - \$179,999	-	-
\$180,000 - \$189,999	1	2
\$190,000 - \$199,999	2	1
	6	7

Total Remuneration for the reporting year for Senior Officers included above, amounted to:

\$090	\$008
845	958

(iv) Responsible persons retirement benefits

The aggregate amount paid during the reporting period by Council in connection with the retirement of responsible persons was \$Nil (2014 - \$Nil)

(v) Loans to responsible persons

The aggregate amount of loans in existence at balance date that have been made, guaranteed or secured by the council to a responsible person of the council, or a related party of a responsible person are as follows:

No loans have been made, guaranteed or secured by the Council to a Responsible Person during the reporting year. (2013/14, Nil)

(vi) Transactions with responsible persons

During the period Council entered into transactions with responsible persons or related parties of responsible persons, which occurred within a normal employee, customer or supplier relationship and at arm's length, including provision of transport services, production of shows at the Esso SHP Billton Wellington Entertainment Centre, and contribution towards a community bus.

NOTE 35 - EVENTS OCCURRING AFTER BALANCE DATE

No matters have occurred after balance date that require disclosure in the financial report.



CERTIFICATION OF FINANCIAL STATEMENTS

In my opinion the accompanying financial statements have been prepared in accordance with the *Local Government Act 1989*, the *Local Government (Planning and Reporting) Regulations 2014*, Australian Accounting Standards and other mandatory professional reporting requirements.



PRINCIPAL ACCOUNTING OFFICER
Lesley Fairhall FCPA

Dated: 22 September 2015
Sale

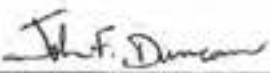
In our opinion the accompanying financial statements present fairly the financial transactions of Wellington Shire Council for the year ended 30 June 2015 and the financial position of the Council as at that date.

As at the date of signing, we are not aware of any circumstances which would render any particulars in the financial statements to be misleading or inaccurate.

We have been authorised by the Council and by the *Local Government (Planning and Reporting) Regulations 2014* to certify the financial statements in their final form.


COUNCILLOR
Peter Cleary

Dated: 22 Sep 15
Sale


COUNCILLOR
John Duncan



Dated: September 22, 2015
Sale


CHIEF EXECUTIVE OFFICER
David Morcom

Dated: 22 SEPTEMBER 2015
Sale

Sale Service Centre
18 Doodly Street (PO Box 806), Sale Victoria 3850
Telephone 1300 366 344

Yarram Service Centre
156 Grant Street, Yarram Victoria 3871
Telephone 03 5192 5190

Contact Us Online
Web www.wellington.vic.gov.au
Email enquiries@wellington.vic.gov.au  



The Heart of Gippsland



Victorian Auditor-General's Office

Level 24, 35 Collins Street
Melbourne VIC 3000
Telephone 61 3 8601 7000
Facsimile 61 3 8601 7010
Email comments@audit.vic.gov.au
Website www.audit.vic.gov.au

INDEPENDENT AUDITOR'S REPORT

To the Councillors, Wellington Shire Council

The Financial Report

The accompanying financial report for the year ended 30 June 2015 of the Wellington Shire Council which comprises the comprehensive income statement, balance sheet, statement of changes in equity, statement of cash flows, statement of capital works, notes comprising a summary of the significant accounting policies and other explanatory information, and the certification of the financial statements has been audited.

The Councillors' Responsibility for the Financial Report

The Councillors of the Wellington Shire Council are responsible for the preparation and the fair presentation of the financial report in accordance with Australian Accounting Standards, and the financial reporting requirements of the *Local Government Act 1989*.

The Councillors are responsible for such internal control as the Councillors determine is necessary to enable the preparation and fair presentation of the financial report that is free from material misstatement, whether due to fraud or error.

Auditor's Responsibility

As required by the *Audit Act 1994* and the *Local Government Act 1989*, my responsibility is to express an opinion on the financial report based on the audit, which has been conducted in accordance with Australian Auditing Standards. Those standards require compliance with relevant ethical requirements relating to audit engagements and that the audit be planned and performed to obtain reasonable assurance about whether the financial report is free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial report. The audit procedures selected depend on judgement, including the assessment of the risks of material misstatement of the financial report, whether due to fraud or error. In making those risk assessments, consideration is given to the internal control relevant to the entity's preparation and fair presentation of the financial report in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control.

An audit also includes evaluating the appropriateness of the accounting policies used and the reasonableness of accounting estimates made by the Councillors, as well as evaluating the overall presentation of the financial report.

I believe that the audit evidence I have obtained is sufficient and appropriate to provide a basis for my audit opinion.

Auditing in the Public Interest

Independent Auditor's Report (continued)

Independence

The Auditor-General's independence is established by the *Constitution Act 1975*. The Auditor-General is not subject to direction by any person about the way in which his powers and responsibilities are to be exercised. In conducting the audit, the Auditor-General, his staff and delegates complied with all applicable independence requirements of the Australian accounting profession.

Opinion

In my opinion the financial report presents fairly, in all material respects, the financial position of the Wellington Shire Council as at 30 June 2015 and of its financial performance and its cash flows for the year then ended in accordance with applicable Australian Accounting Standards, and the financial reporting requirements of the *Local Government Act 1989*.

MELBOURNE
25 September 2015


Dr Peter Frost
Acting Auditor-General

ITEM C2.3**INSTRUMENT OF DELEGATION TO MEMBERS OF COUNCIL STAFF**

DIVISION: CORPORATE SERVICES
 ACTION OFFICER: GENERAL MANAGER CORPORATE SERVICES
 DATE: 20 DECEMBER 2015

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

OBJECTIVE

For Council to adopt an updated Instrument of Delegation to Members of Council Staff, as attached.

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

That Council adopt the updated Instrument of Delegation to Members of Council Staff, as attached.

BACKGROUND

Section 98(1) of the *Local Government Act 1989* provides Council with the ability to delegate power, duties and functions of the Council to a member of its staff. A summary of the updates/amendments made are attached. There have been a number of changes to the *Food Act 1984, Planning and Environment Act 1987, Planning Environment Regulations 2015, Planning and Environment (Fees), Residential Tenancies Act 1997, Residential Tenancies (Caravan Parks and Movable Dwellings Registration and Standards) Regulations 2010 and Road Management (Works and Infrastructure) Regulations 2005* which require the current Instrument of Delegation to be updated.

OPTIONS

Council has the following options:

1. To adopt the attached updated Instrument of Delegation to Members of Council Staff;
or
2. To amend the attached updated Instrument of Delegation to Members of Council Staff prior to adoption.

PROPOSAL

It is proposed that Council adopt the updated Instrument of Delegation to Members of Council Staff, as attached.

CONFLICT OF INTEREST

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

LEGISLATIVE IMPACT

Section 98(1) of the *Local Government Act 1989* provides Council with the authority to delegate to a member of Council staff certain powers and duties.

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.

RESOURCES AND STAFF IMPACT

Upon notification of the legislative changes, all relevant staff were consulted and have contributed to the updating of this Instrument of Delegation. Following adoption, our processes ensure that all staff with altered or new delegations are notified including updating of Council processes and procedures as required.

Wellington Shire Council

Instrument of Delegation

to

Members of Council Staff

Instrument of Delegation

In exercise of the power conferred by section 98(1) of the *Local Government Act 1989* and the other legislation referred to in the attached Schedule, the Council:

1. delegates each duty and/or function and/or power described in column 1 of the Schedule (and summarised in column 2 of the Schedule) to the member of Council staff holding, acting in or performing the duties of the office or position described opposite each such duty and/or function and/or power in column 3 of the Schedule;
2. records that a reference in the Schedule to:
3. declares that:
 - 3.1 this Instrument of Delegation is authorised by a resolution of Council passed on **20 October 2015** and
 - 3.2 the delegation:
 - 3.2.1 comes into force immediately the common seal of Council is affixed to this Instrument of Delegation;
 - 3.2.2 remains in force until varied or revoked;
 - 3.2.3 is subject to any conditions and limitations set out in sub-paragraph 3.3, and the Schedule; and
 - 3.2.4 must be exercised in accordance with any guidelines or policies which Council from time to time adopts; and
 - 3.3 the delegate must not determine the issue, take the action or do the act or thing:
 - 3.3.1 if the issue, action, act or thing is an issue, action or thing which Council has previously designated as an issue, action, act or thing which must be the subject of a Resolution of Council; or
 - 3.3.2 if the determining of the issue, taking of the action or doing of the act or thing would or would be likely to involve a decision which is inconsistent with a
 - a) policy; or
 - b) strategyadopted by Council; or
 - 3.3.3 if the determining of the issue, the taking of the action or the doing of the act or thing cannot be the subject of a lawful delegation, whether on account of section 98(1)(a)-(f) (inclusive) of the Act or otherwise; or
 - 3.3.4 the determining of the issue, the taking of the action or the doing of the act or thing is already the subject of an exclusive delegation to another member of Council staff.

The Common Seal of WELLINGTON)
SHIRE COUNCIL was hereunto affixed)
this day of 2015)
in accordance with Local Law No. 1)
in the presence of:)

.....

Chief Executive Officer

SCHEDULE

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CEMETERIES AND CREMATORIA ACT 2003

[##The provisions of this Act apply to Councils appointed as a cemetery trust under section 5 of this Act, and also apply to Councils appointed to manage a public cemetery under section 8(1)(a)(ii), as though it were a cemetery trust (see section 53)

Provisions Not Delegated – Wellington Shire Council not appointed as a cemetery trust.

CEMETERIES AND CREMATORIA REGULATIONS 2005

[##These provisions apply to Councils appointed as a cemetery trust under section 5 of the *Cemeteries and Crematoria Act 2003*, and also apply to Councils appointed to manage a public cemetery under section 8(1)(a)(ii) as though it were a cemetery trust (see section 53)

Provisions Not Delegated – Wellington Shire Council not appointed as a cemetery trust.

DOMESTIC ANIMALS ACT 1994

Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s.41A(1)	power to declare a dog to be a menacing dog	General Manager Development Manager Municipal Services Coordinator Local Laws	Council may delegate this power to an authorised officer

ENVIRONMENT PROTECTION ACT 1970			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s.53M(3)	power to require further information	General Manager Development Manager Municipal Services Coordinator Environmental Health Environmental Health Officer	
s.53M(4)	duty to advise applicant that application is not to be dealt with	General Manager Development Manager Municipal Services Coordinator Environmental Health Environmental Health Officer	
s.53M(5)	duty to approve plans, issue permit or refuse permit	General Manager Development Manager Municipal Services Coordinator Environmental Health Environmental Health Officer	refusal must be ratified by Council or it is of no effect
s.53M(6)	power to refuse to issue septic tank permit	General Manager Development Manager Municipal Services Coordinator Environmental Health Environmental Health Officer	refusal must be ratified by Council or it is of no effect
s.53M(7)	duty to refuse to issue a permit in circumstances in (a)-(c)	General Manager Development Manager Municipal Services Coordinator Environmental Health Environmental Health Officer	refusal must be ratified by Council or it is of no effect

FOOD ACT 1984			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s.19(2)(a)	power to direct by written order that the food premises be put into a clean and sanitary condition	Coordinator Environmental Health Environmental Health Officer	If section 19(1) applies
s.19(2)(b)	power to direct by written order that specified steps be taken to ensure that food prepared, sold or handled is safe and suitable	Coordinator Environmental Health Environmental Health Officer	If section 19(1) applies
s.19(4)(a)	power to direct that an order made under section 19(3)(a) or (b), (i) be affixed to a conspicuous part of the premises, and (ii) inform the public by notice in a published newspaper or otherwise	Coordinator Environmental Health Environmental Health Officer	If section 19(1) applies
s.19(4)(b) Deleted Provision	duty to notify the Department of the making of the order	Coordinator Environmental Health Environmental Health Officer	If section 19(1) applies
s.19(4)(c) Deleted Provision	duty to notify the registration authority of the making of the order and any appeal and the outcome of the appeal	Coordinator Environmental Health Environmental Health Officer	If section 19(1) applies and if Council is not the registration authority
s.19(6)(a)	duty to revoke any order under s.19 if satisfied that an order has been complied with	Coordinator Environmental Health Environmental Health Officer	If section 19(1) applies
s.19(6)(b)	duty to give written notice of revocation under section 19(6)(a) if satisfied that an order has been complied with	Coordinator Environmental Health Environmental Health Officer	If section 19(1) applies

FOOD ACT 1984			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s.19A(4)(b) Deleted Provision	function of receiving notice from authorised officer	Coordinator Environmental Health Environmental Health Officer	where council is the registration authority
s.19AA(2) New provision	power to direct, by written order, that a person must take any of the actions described in (a)-(c)	Coordinator Environmental Health Environmental Health Officer	Where council is the registration authority
s.19AA(4)(c) New provision	power to direct, in an order made under s.19AA(2) or a subsequent written order, that a person must ensure that any food or class of food is not removed from the premises	Coordinator Environmental Health Environmental Health Officer	Note: the power to direct the matters under s.19AA(4)(a) and (b) not capable of delegation and so such directions must be made by Council resolution
s.19AA(7) Deleted provision	duty to revoke order issued under s.19AA and give written notice of revocation, if satisfied that that order has been complied with	Coordinator Environmental Health	where council is the registration authority
s.19BA(3) Deleted provision	duty to give notice of the variation or revocation of the order to the general public in the same manner as the original notice	Coordinator Environmental Health Environmental Health Officer	must be done by the same person as gave the original notice
S19CB(4)(b)	power to request copy of records	Coordinator Environmental Health Environmental Health Officer	where council is the registered authority
s.19E(1)(d)	power to request a copy of the food safety program	Coordinator Environmental Health Environmental Health Officer	where Council is the "registration authority"

FOOD ACT 1984			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s.19EA(3) Deleted provision	function of receiving a copy of any significant revision made to the food safety program	Coordinator Environmental Health Environmental Health Officer	where council is the registration authority
s.19GB	power to request proprietor to provide written details of the name, qualification or experience of the current food safety supervisor	Coordinator Environmental Health Environmental Health Officer	where council is the registration authority
s.19H(5)(a) & (5)(b) Deleted provision	duty to take into account (a) the food safety performance of the food business; and (b) any guidelines issued by the Secretary in determining the frequency and intervals of the assessments and audits	Coordinator Environmental Health Environmental Health Officer	where council is the registration authority
s.19I Deleted provision	duty to conduct a food safety assessment as required under section 19H	Coordinator Environmental Health Environmental Health Officer	Subject to section 19J where council is the registration authority
s.19IA(2) Deleted provision	duty to give written notice to proprietor if food safety requirements or section 19DC(2) have not been complied with unless subsection (3) applies	Coordinator Environmental Health Environmental Health Officer	where council is the registration authority
s.19M(4)(a) & (5)	power to conduct a food safety audit and take actions where deficiencies are identified	Coordinator Environmental Health Environmental Health Officer	where council is the registration authority
s.19N Deleted provision	function of receiving information from a food safety auditor	Coordinator Environmental Health Environmental Health Officer	where council is the registration authority

FOOD ACT 1984

Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s.19NA(1)	power to request food safety audit reports	Coordinator Environmental Health Environmental Health Officer	where council is the registration authority
s.19U(3)	power to waive and vary the costs of a food safety audit if there are special circumstances	Coordinator Environmental Health Environmental Health Officer	
s.19U(4) Deleted Provision	duty to ensure that information relating to costs of a food safety audit are available for inspection by the public	Coordinator Environmental Health Environmental Health Officer	
s.19UA	power to charge fees for conducting a food safety assessment or inspection	Coordinator Environmental Health Environmental Health Officer	except for an assessment required by a declaration under section 19C or an inspection under sections 38B(1)(c) or 39
s.19UA(4) Deleted Provision	duty to consider proprietor's history of compliance in deciding whether to charge the fee	Coordinator Environmental Health Environmental Health Officer	
s.19UA(5) Deleted Provision	duty to ensure that the method of determining a fee under subsection (3)(a) and the considerations that apply under subsection (4) are available for inspection by the public	Coordinator Environmental Health Environmental Health Officer	
s.19W	power to direct a proprietor of a food premises to comply with any requirement under Part IIIB	Coordinator Environmental Health Environmental Health Officer	power of registration authority where council is the registration authority (New condition)

FOOD ACT 1984			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s.19W(3)(a)	power to direct a proprietor of a food premises to have staff at the premises undertake training or instruction	Coordinator Environmental Health Environmental Health Officer	power of registration authority where council is the registration authority (New Condition)
s.19W(3)(b)	power to direct a proprietor of a food premises to have details of any staff training incorporated into the minimum records required to be kept or food safety program of the premises	Coordinator Environmental Health Environmental Health Officer	power of registration authority where council is the registration authority (New Condition)
	power to register, renew or transfer registration	Coordinator Environmental Health Environmental Health Officer	where council is the registration authority refusal to grant/renew/transfer registration must be ratified by Council (see section 58A(2))
s.35A(2) Deleted provision	function of receiving notice of operation from the proprietor of a food premises	Coordinator Environmental Health Environmental Health Officer	where council is the registration authority
s.37 Deleted provision	function of receiving application, information and documents required under section 36 from the proprietor of a food business	Coordinator Environmental Health Environmental Health Officer	
s.38(3) Deleted provision	duty to consult with the Secretary about the proposed exemption under section 38(2)	Coordinator Environmental Health Environmental Health Officer	

FOOD ACT 1984			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s.38AA(2) Deleted provision	function of being notified of operation	Coordinator Environmental Health Environmental Health Officer	where council is the registration authority
s.38AA(4) Deleted provision	duty to determine whether the food premises are exempt from the requirement of registration	Coordinator Environmental Health Environmental Health Officer	where council is the registration authority
s.38AA(5)	power to (a) request further information; or (b) advise the proprietor that the premises must be registered if the premises are not exempt	Coordinator Environmental Health Environmental Health Officer	where council is the registration authority
s.38AB(4)	power to fix a fee for the receipt of a notification under section 38AA in accordance with a declaration under subsection (1)	Coordinator Environmental Health Environmental Health Officer	where council is the registration authority
s.38A(4)	power to request a copy of a completed food safety program template	Coordinator Environmental Health Environmental Health Officer	where council is the registration authority
s.38A(5) & (6) Deleted provision	function of receiving a food safety audit certificate from a proprietor	Coordinator Environmental Health Environmental Health Officer	where council is the registration authority
s.38B(1)(a)	duty to assess the application and determine which class of food premises under section 19C the food premises belongs	Coordinator Environmental Health Environmental Health Officer	where council is the registration authority

FOOD ACT 1984

Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s.38B(1)(b)	duty to ensure proprietor has complied with requirements of section 38A	Coordinator Environmental Health Environmental Health Officer	where council is the registration authority

s.38B(1)(c) Deleted provision	duty to inspect	Coordinator Environmental Health Environmental Health Officer	where council is the registration authority
s.38B(2)	duty to be satisfied of the matters in section 38B(2)(a)-(b)	Coordinator Environmental Health Environmental Health Officer	where council is the registration authority
s.38D(1)	duty to ensure compliance with the applicable provisions of section 38C and inspect the premises if required by section 39	Coordinator Environmental Health Environmental Health Officer	where council is the registration authority
s.38D(2)	duty to be satisfied of the matters in section 38D(2)(a)-(d)	Coordinator Environmental Health Environmental Health Officer	where council is the registration authority
s.38D(3)	power to request copies of any audit reports	Coordinator Environmental Health Environmental Health Officer	where council is the registration authority
s.38E(1)(c) Deleted provision	function of assessing the requirement for a food safety program	Coordinator Environmental Health Environmental Health Officer	where council is the registration authority
s.38E(2)	power to register the food premises on a conditional basis	Coordinator Environmental Health Environmental Health Officer	where council is the registration authority not exceeding the prescribed time limit defined under subsection (5).
s.38E(3)(a) Deleted provision	function of receiving certificates	Coordinator Environmental Health Environmental Health Officer	where council is the registration authority
s.38E(4)	duty to register the food premises when conditions are satisfied	Coordinator Environmental Health Environmental Health Officer	where council is the registration authority

s.38F(3)(a) Deleted provision	duty to note the change to the classification of the food premises on the certificate of registration	Coordinator Environmental Health Environmental Health Officer	where council is the registration authority
s.38F(3)(b)	power to require proprietor to comply with requirements of this Act	Coordinator Environmental Health Environmental Health Officer	where council is the registration authority
s.39(2) Deleted provision	duty to inspect within 12 months before renewal of registration	Coordinator Environmental Health Environmental Health Officer	where council is the registration authority
s.39(3) Deleted provision	duty to inspect within 3 months before renewal of registration if circumstances in section 39(3)(a)-(d) apply	Coordinator Environmental Health Environmental Health Officer	where council is the registration authority
s.39A	power to register renew or transfer food premises despite minor defects	Coordinator Environmental Health Environmental Health Officer	where council is the registration authority only if satisfied of matters in subsections (2)(a)-(c)
s.39A(6) Deleted provision	duty to comply with direction of Secretary	Coordinator Environmental Health Environmental Health Officer	
s.40(1) Deleted provision	duty to issue a certificate of registration in the prescribed form	Coordinator Environmental Health Environmental Health Officer	where council is the registration authority
s.40(2)	power to incorporate the certificate of registration in one document with any certificate of registration under Part 6 of the <i>Public Health and Wellbeing Act 2008</i>	Coordinator Environmental Health Environmental Health Officer	where council is the registration authority (New Condition)

s.40C(2)	power to grant or renew the registration of food premises for a period of less than 1 year	Coordinator Environmental Health Environmental Health Officer	where council is the registration authority
s.40D(1)	power to suspend or revoke the registration of food premises	Coordinator Environmental Health Environmental Health Officer	where council is the registration authority
s.40D(2) Deleted provision	duty to specify how long a suspension is to last under s.40D(1)	Coordinator Environmental Health Environmental Health Officer	where council is the registration authority
s.40E(4) Deleted provision	duty to comply with direction of Secretary	Coordinator Environmental Health Environmental Health Officer	
s.43(1) and (2) Deleted provision	duty to keep register of all registrations, renewals or transfers of registration	Coordinator Environmental Health Environmental Health Officer	where council is the registration authority
s.43(3) Deleted provision	duty to make available information held in records, free of charge, on request	Coordinator Environmental Health Environmental Health Officer	where council is the registration authority
s.43F(6)	duty to be satisfied that registration requirements under Division 3 have been met prior to registering, transferring or renewing registration of a component of a food business	Coordinator Environmental Health Environmental Health Officer	where council is the registration authority
S.43F(7)	power to register the components of the food business that meet requirements in Division 3 and power to refuse to register the components that do not meet the requirements	Coordinator Environmental Health Environmental Health Officer	where council is the registration authority
S.43I Deleted provision	function of receiving a statement of trade of a proprietor of a food business	Coordinator Environmental Health Environmental Health Officer	where council is the registration authority

s.46(5)	power to institute proceedings against another person where the offence was due to an act or default by that other person and where the first person charged could successfully defend a prosecution, without proceedings first being instituted against the person first charged	Coordinator Environmental Health Environmental Health Officer	where council is the registration authority
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HERITAGE ACT 1995			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s.84(2)	power to sub-delegate Executive Director's functions	General Manager Development General Manager Land Use Planning	must obtain Executive Director's written consent first.

PLANNING AND ENVIRONMENT ACT 1987			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s.4B	power to prepare an amendment to the Victoria Planning Provisions	General Manager Development Manager Land Use Planning Major Land Use Planning Projects Coordinator Strategic Planning Strategic Planner	if authorised by the Minister
s.4G	function of receiving prescribed documents and a copy of the Victoria Planning Provisions from the Minister	General Manager Development Manager Land Use Planning Coordinator Strategic Planning Strategic Planner	
s.4H	duty to make amendment etc available (Old) duty to make amendment to Victoria Planning Provisions available (New)	General Manager Development Manager Land Use Planning Major Land Use Planning Projects Coordinator Strategic Planning Strategic Planner	
s.4I	duty to keep Victoria Planning Provisions and other documents available	General Manager Development Manager Land Use Planning Major Land Use Planning Projects Coordinator Strategic Planning Strategic Planner	
s.84(2)	power to prepare amendment to the planning scheme where the Minister has given consent under s.8A	General Manager Development Manager Land Use Planning Major Land Use Planning Projects Coordinator Strategic Planning Strategic Planner	
s.8A(3)	power to apply to Minister to prepare an amendment to the planning scheme	General Manager Development Manager Land Use Planning Major Land Use Planning Projects Coordinator Strategic Planning Strategic Planner	Council must apply to Minister for authorisation to prepare amendment

PLANNING AND ENVIRONMENT ACT 1987			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s.8A(5) New provision	function of receiving notice of the Minister's decision	General Manager Development Manager Land Use Planning Major Land Use Planning Projects Coordinator Strategic Planning	
s.8A(7) New provision	power to prepare the amendment specified in the application without the Minister's authorization if no response received at 10 business days	General Manager Development Manager Land Use Planning Major Land Use Planning Projects Coordinator Strategic Planning Strategic Planner	
s.8B(2) New Provision	power to apply to the Minister for authorization to prepare an amendment to the planning scheme of an adjoining municipal district	General Manager Development Manager Land Use Planning Major Land Use Planning Projects Coordinator Strategic Planning Strategic Planner	
s.11(3)(b) Deleted provision	duty to submit amendment to planning scheme to Minister for approval if the Minister withdraws authorization	General Manager Development Manager Land Use Planning Major Land Use Planning Projects Coordinator Strategic Planning Strategic Planner	
s.12(3)	power to carry out studies and do things to ensure proper use of land and consult with other persons to ensure co-ordination of planning scheme with these persons	General Manager Development Manager Land Use Planning Major Land Use Planning Projects Coordinator Strategic Planning Strategic Planner Coordinator Statutory Planning Senior Statutory Planner Statutory Planner	

PLANNING AND ENVIRONMENT ACT 1987			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s 12A(1)	duty to prepare a municipal strategic statement (including power to prepare a municipal strategic statement under section 19 of the <i>Planning and Environment (Planning Schemes) Act 1996</i>)	General Manager Development Manager Land Use Planning Coordinator Strategic Planning Strategic Planner	
s.12B(1)	duty to review planning scheme	General Manager Development Manager Land Use Planning Coordinator Strategic Planning Strategic Planner	
s.12B(2)	duty to review planning scheme at direction of Minister	General Manager Development Manager Land Use Planning Coordinator Strategic Planning Strategic Planner	
s.12B(5)	duty to report findings of review of planning scheme to Minister without delay	General Manager Development Manager Land Use Planning, Coordinator Strategic Planning Strategic Planner	
s.14	duties of a Responsible Authority as set out in subsections (a) to (d)	General Manager Development Manager Land Use Planning Major Land Use Planning Projects Coordinator Statutory Planning Senior Statutory Planner Statutory Planner Coordinator Strategic Planning Strategic Planner	
s.17(1)	duty of giving copy amendment to the planning scheme	General Manager Development Manager Land Use Planning Major Land Use Planning Projects Coordinator Strategic Planning Strategic Planner	

PLANNING AND ENVIRONMENT ACT 1987			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s.17(2)	duty of giving copy s.173 agreement	General Manager Development Manager Land Use Planning Coordinator Statutory Planning Senior Statutory Planner Statutory Planner	
s.17(3) New provision	duty of giving copy amendment, explanatory report and relevant documents to the Minister within 10 business days	General Manager Development Manager Land Use Planning Coordinator Strategic Planning Strategic Planner	
s.18	duty to make amendment etc. available	General Manager Development Manager Land Use Planning Major Land Use Planning Projects Coordinator Coordinator Strategic Planning Strategic Planner	
s.19	power to give notice, to decide not to give notice, to publish notice of amendment t to a planning scheme and to exercise any other power under section 19 to a planning scheme	General Manager Development Manager Land Use Planning Major Land Use Planning Projects Coordinator Strategic Planning Strategic Planner	
s.19 New provision	function of receiving notice of preparation of an amendment to a planning scheme	General Manager Development Manager Land Use Planning Coordinator Strategic Planning Strategic Planner	Where Council is not the planning authority and the amendment affects land within Council's municipal district, or Where the amendment will amend the planning

PLANNING AND ENVIRONMENT ACT 1987			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
			scheme to designate Council as an acquiring authority
s.20(1)	power to apply to Minister for exemption from the requirements of s 19	General Manager Development Manager Land Use Planning Major Land Use Planning Projects Coordinator Strategic Planning Strategic Planner	
s.21(2)	duty to make submissions available	General Manager Development Manager Land Use Planning Major Land Use Planning Projects Coordinator Strategic Planning Strategic Planner	
s.21A(4)	duty to publish notice (Old wording) duty to publish notice in accordance with section (New wording)	General Manager Development Manager Land Use Planning Project Major Land Use Planning Projects r Coordinator Strategic Planning Strategic Planner	
s.22	duty to consider all submissions	General Manager Development Manager Land Use Planning Major Land Use Planning Projects Coordinator Strategic Planning Strategic Planner	
s.23(1)(b) New provision	duty to refer submissions which request a change to the amendment to a panel	General Manager Development Manager Land Use Planning Coordinator Strategic Planning Strategic Planner	

PLANNING AND ENVIRONMENT ACT 1987			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s.23(2)	power to refer submissions to a panel (Old) power to refer to a panel submissions which do not require a change to the amendment (New) –	General Manager Development Manager Land Use Planning, Major Land Use Planning Projects Coordinator Strategic Planning Strategic Planner	
s.24	function to represent council and present a submission at a panel hearing (including a hearing referred to in s 96D)	General Manager Development Manager Land Use Planning Major Land Use Planning Projects Coordinator Strategic Planning Strategic Planner	
s.26(1)	power to make report available for inspection	General Manager Development Manager Land Use Planning Major Land Use Planning Projects Coordinator Strategic Planning Strategic Planner	
s.26(2)	duty to keep report of panel available for inspection	General Manager Development Manager Land Use Planning Major Land Use Planning Projects r Coordinator Strategic Planning Strategic Planner	
s.27(2)	power to apply for exemption if panel's report not received	General Manager Development Manager Land Use Planning Major Land Use Planning Projects r Coordinator Strategic Planning Strategic Planner	
s.28	duty to notify the Minister if abandoning an amendment	General Manager Development Manager Land Use Planning Major Land Use Planning Projects	Note: the power to make a decision to abandon an amendment cannot be delegated

PLANNING AND ENVIRONMENT ACT 1987			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
		Coordinator Strategic Planning Strategic Planner	
s.30(4)(a)	duty to say if amendment has lapsed	General Manager Development Manager Land Use Planning Major Land Use Planning Projects Coordinator Strategic Planning Strategic Planner	
s.30(4)(b)	duty to provide information in writing upon request	General Manager Development Manager Land Use Planning Major Land Use Planning Projects Coordinator Strategic Planning Strategic Planner	
s.32(2)	duty to give more notice if required	General Manager Development Manager Land Use Planning Major Land Use Planning Projects Coordinator Strategic Planning Strategic Planner	
s.33(1)	duty to give more notice of changes to an amendment	General Manager Development Manager Land Use Planning Major Land Use Planning Projects Coordinator Strategic Planning Strategic Planner	
s.36(2)	duty to give notice of approval of amendment	General Manager Development Manager Land Use Planning Major Land Use Planning Projects Coordinator Strategic Planning Strategic Planner	
s.38(5)	duty to give notice of revocation of an amendment	General Manager Development Manager Land Use Planning	

PLANNING AND ENVIRONMENT ACT 1987			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
		Major Land Use Planning Projects Coordinator Strategic Planning Strategic Planner	
s.39	function of being a party to a proceeding commenced under section 39 and duty to comply with determination by VCAT	General Manager Development Manager Land Use Planning Major Land Use Planning Projects Coordinator Strategic Planning Strategic Planner	
s.40(1)	function of lodging copy of approved amendment	General Manager Development Manager Land Use Planning Major Land Use Planning Projects Coordinator Strategic Planning Strategic Planner	
s.41	duty to make approved amendment available	General Manager Development Manager Land Use Planning Major Land Use Planning Projects Coordinator Strategic Planning Strategic Planner	
s.42	duty to make copy of planning scheme available	General Manager Development Manager Land Use Planning Major Land Use Planning Projects Coordinator Strategic Planning Strategic Planner	
s.46AS(ac) New provision	power to request the Growth Areas Authority to provide advice on any matter relating to land in Victoria or an objective of planning in Victoria	General Manager Development Manager Land Use Planning Coordinator Statutory Planning Coordinator Strategic Planning Senior Statutory Planner Statutory Planner Strategic Planner	

PLANNING AND ENVIRONMENT ACT 1987			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s.46N(1)	duty to include condition in permit regarding payment of development infrastructure levy	General Manager Development Manager Land Use Planning Coordinator Statutory Planning Senior Statutory Planner Statutory Planner	
s.46N(2)(c)	function of determining time and manner for receipt of development contributions levy	General Manager Development Manager Land Use Planning Coordinator Statutory Planning Senior Statutory Planner Statutory Planner	
s.46N(2)(d)	power to enter into an agreement with the applicant regarding payment of development infrastructure levy	General Manager Development Manager Land Use Planning Coordinator Statutory Planning Senior Statutory Planner Statutory Planner	
s.46O(1)(a) & (2)(a)	power to ensure that community infrastructure levy is paid, or agreement is in place, prior to issuing building permit	General Manager Development Manager Land Use Planning Coordinator Statutory Planning Senior Statutory Planner Statutory Planner	
s.46O(1)(d) & (2)(d)	power to enter into agreement with the applicant regarding payment of community infrastructure levy	General Manager Development Manager Land Use Planning Coordinator Statutory Planning Senior Statutory Planner Statutory Planner	
s.46P(1)	power to require payment of amount of levy under section 46N or section 46O to be satisfactorily secured	General Manager Development Manager Land Use Planning	
s.46P(2)	power to accept provision of land, works, services or facilities in part or full payment of levy payable	General Manager Development	

PLANNING AND ENVIRONMENT ACT 1987

Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s.46Q(1)	duty to keep proper accounts of levies paid	General Manager Development Manager Land Use Planning	
s.46Q(1A)	duty to forward to development agency part of levy imposed for carrying out works, services, or facilities on behalf of development agency	General Manager Development Manager Land Use Planning	
s.46Q(2)	duty to apply levy only for a purpose relating to the provision of the works, services and facilities in respect of which the levy was paid etc.	General Manager Development Manager Land Use Planning	
s.46Q(3)	power to refund any amount of levy paid if it is satisfied the development is not to proceed	General Manager Development Manager Land Use Planning	Only applies when levy is paid to Council as a 'development agency'
s.46Q(4)(c)	duty to pay amount to current owners of land in the area	General Manager Development Manager Land Use Planning	must be done within six months of the end of the period required by the development contributions plan and with the consent of, and in the manner approved by, the Minister
s.46Q(4)(d)	duty to submit to the Minister an amendment to the approved development contributions plan	General Manager Development Manager Land Use Planning	must be done in accordance with Part 3

s46Q(4)(e)	duty to expend that amount on other works etc.	General Manager Development Manager Land Use Planning	with the consent of, and in the manner approved by, the Minister
s.46QC	power to recover any amount of levy payable under Part 3B	General Manager Development Manager Land Use Planning General Manager Governance Manager Finance	
s.46V(3)	duty to make a copy of the approved strategy plan (being the Melbourne Airport Environs Strategy Plan) and any documents lodged with it available	Not delegated	
s.46Y	duty to carry out works in conformity with the approved strategy plan	Not delegated	
s.47	power to decide that an application for a planning permit does not comply with that Act	Manager Land Use Planning Coordinator Statutory Planning Senior Statutory Planner Statutory Planner	
s.49(1)	duty to keep a register of all applications for permits and determinations relating to permits	Manager Land Use Planning Coordinator Statutory Planning Senior Statutory Planner Statutory Planner	
s.49(2)	duty to make register available for inspection	Manager Land Use Planning Coordinator Statutory Planning Senior Statutory Planner Statutory Planner	
s.50(4)	duty to amend application	Manager Land Use Planning Coordinator Statutory Planning Senior Statutory Planner Statutory Planner	
s.50(5)	power to refuse to amend application	General Manager Development Manager Land Use Planning Coordinator Statutory Planning Senior Statutory Planner Statutory Planner	

s.50(6)	duty to make note of amendment to application in register	Manager Land Use Planning Coordinator Statutory Planning Senior Statutory Planner Statutory Planner	
s.50A(1)	power to make amendment to application	General Manager Development Manager Land Use Planning Coordinator Statutory Planning Senior Statutory Planner Statutory Planner	
s.50A(3)	power to require applicant to notify owner and make a declaration that notice has been given	General Manager Development Manager Land Use Planning Coordinator Statutory Planning Senior Statutory Planner Statutory Planner	
s.50A(4)	duty to note amendment to application in register	General Manager Development Manager Land Use Planning Coordinator Statutory Planning Senior Statutory Planner Statutory Planner	
s.51	duty to make copy of application available for inspection	General Manager Development Manager Land Use Planning Coordinator Statutory Planning Senior Statutory Planner Statutory Planner	
s.52(1)(a)	duty to give notice of the application to owners/occupiers of adjoining allotments unless satisfied that the grant of permit would not cause material detriment to any person	General Manager Development Manager Land Use Planning Coordinator Statutory Planning Senior Statutory Planner Statutory Planner	
s.52(1)(b)	duty to give notice of the application to other municipal councils where appropriate	General Manager Development Manager Land Use Planning Coordinator Statutory Planning Senior Statutory Planner Statutory Planner	
s.52(1)(c)	duty to give notice of the application to all persons required by the planning scheme	General Manager Development Manager Land Use Planning Coordinator Statutory Planning Senior Statutory Planner Statutory Planner	

s.52(1)(ca)	duty to give notice of the application to owners and occupiers of land benefited by a registered restrictive covenant if may result in breach of covenant	General Manager Development Manager Land Use Planning Coordinator Statutory Planning Senior Statutory Planner Statutory Planner	
s.52(1)(cb)	duty to give notice of the application to owners and occupiers of land benefited by a registered restrictive covenant if application is to remove or vary the covenant	General Manager Development Manager Land Use Planning Coordinator Statutory Planning Senior Statutory Planner Statutory Planner	
s.52(1)(d)	duty to give notice of the application to other persons who may be detrimentally effected	General Manager Development Manager Land Use Planning Coordinator Statutory Planning Senior Statutory Planner Statutory Planner	
s.52(1AA)	duty to give notice of an application to remove or vary a registered restrictive covenant	General Manager Development Manager Land Use Planning Coordinator Statutory Planning Senior Statutory Planner Statutory Planner	
s.52(1A) Deleted Provision	power to refuse an application	General Manager Development Manager Land Use Planning Coordinator Statutory Planning Senior Statutory Planner Statutory Planner	
s.52(3)	power to give any further notice of an application where appropriate	General Manager Development Manager Land Use Planning Coordinator Statutory Planning Senior Statutory Planner Statutory Planner	
s.53(1)	power to require the applicant to give notice under section 52(1) to persons specified by it	General Manager Development Manager Land Use Planning Coordinator Statutory Planning Senior Statutory Planner Statutory Planner	

s.53(1A)	power to require the applicant to give the notice under section 52(1AA)	General Manager Development Manager Land Use Planning Coordinator Statutory Planning Senior Statutory Planner Statutory Planner	
s.54(1)	power to require the applicant to provide more information	General Manager Development Manager Land Use Planning Coordinator Statutory Planning Senior Statutory Planner Statutory Planner	
s.54(1A)	duty to give notice in writing of information required under section 54(1)	General Manager Development Manager Land Use Planning Coordinator Statutory Planning Senior Statutory Planner Statutory Planner	
s.54(1B)	duty to specify the lapse date for an application	Manager Land Use Planning Coordinator Statutory Planning Senior Statutory Planner Statutory Planner	
s.54A(3)	power to decide to extend time or refuse to extend time to give required information	General Manager Development Manager Land Use Planning Coordinator Statutory Planning Senior Statutory Planner Statutory Planner	
s.54A(4)	duty to give written notice of decision to extend or refuse to extend time und section 54A(3)	General Manager Development Manager Land Use Planning Coordinator Statutory Planning Senior Statutory Planner Statutory Planner	
s.55(1)	duty to give copy application, together with the prescribed information, to every referral authority specified in the planning scheme	General Manager Development Manager Land Use Planning Coordinator Statutory Planning Senior Statutory Planner Statutory Planner	
s.57(2A)	power to reject objections considered made primarily for commercial advantage for the objector	General Manager Development Manager Land Use Planning Coordinator Statutory Planning Senior Statutory Planner Statutory Planner	

s.57(3)	function of receiving name and address of persons to whom notice of decision is to go	General Manager Development Manager Land Use Planning Coordinator Statutory Planning Senior Statutory Planner Statutory Planner	
s.57(5)	duty to make available for inspection copy of all objections	General Manager Development Manager Land Use Planning Coordinator Statutory Planning Senior Statutory Planner Statutory Planner	
s.57A(4)	duty to amend application in accordance with applicant's request, subject to section 57A(5)	General Manager Development Manager Land Use Planning Coordinator Statutory Planning Senior Statutory Planner Statutory Planner	
s.57A(5)	power to refuse to amend application	General Manager Development Manager Land Use Planning Coordinator Statutory Planning Senior Statutory Planner Statutory Planner	
s.57A(6)	duty to note amendments to application in register	General Manager Development Manager Land Use Planning Coordinator Statutory Planning Senior Statutory Planner Statutory Planner	
s.57B(1)	duty to determine whether and to whom notice should be given	General Manager Development Manager Land Use Planning Coordinator Statutory Planning Senior Statutory Planner Statutory Planner	
s.57B(2)	duty to consider certain matters in determining whether notice should be given	General Manager Development Manager Land Use Planning Coordinator Statutory Planning Senior Statutory Planner Statutory Planner	

s.57C(1)	duty to give copy of amended application to referral authority	General Manager Development Manager Land Use Planning Coordinator Statutory Planning Senior Statutory Planner Statutory Planner	
s.58	duty to consider every application for a permit	General Manager Development Manager Land Use Planning Coordinator Statutory Planning Senior Statutory Planner Statutory Planner	
s.58A	power to request advice from the Planning Application Committee	General Manager Development Manager Land Use Planning Coordinator Statutory Planning Senior Statutory Planner Statutory Planner	
s.60	duty to consider certain matters	General Manager Development Manager Land Use Planning Coordinator Statutory Planning Senior Statutory Planner Statutory Planner	
s60(1A)	power to consider certain matters before deciding on application	General Manager Development Manager Land Use Planning Coordinator Statutory Planning Senior Statutory Planner Statutory Planner	
s.61(1)(a) Deleted Provision	power to decide to grant a permit Now part of s.61(1)	General Manager Development Manager Land Use Planning Coordinator Statutory Planning Senior Statutory Planner Statutory Planner	The permit must not be inconsistent with a cultural heritage management plan under the <i>Aboriginal Heritage Act 2006</i>

s.61(1)(b) Deleted Provision	power to decide to grant a permit with conditions Now part of s.61(1)	General Manager Development Manager Land Use Planning Coordinator Statutory Planning Senior Statutory Planner Statutory Planner	The permit must not be inconsistent with a cultural heritage management plan under the <i>Aboriginal Heritage Act 2006</i>
s.61(1)(c) Deleted Provision	power to refuse the permit Now part of s.61(1)	General Manager Development Manager Land Use Planning Coordinator Statutory Planning Senior Statutory Planner Statutory Planner	
s.61(1) New provision	Power to determine permit application, either to decide to grant a permit, to decide to grant a permit with conditions or to refuse a permit application	General Manager Development Manager Land Use Planning Coordinator Statutory Planning Senior Statutory Planner Statutory Planner Include Strategic	the permit must not be inconsistent with a cultural heritage management plan under the <i>Aboriginal Heritage Act 2006</i>
s.61(2)	duty to decide to refuse to grant a permit if a relevant referral authority objects to grant of permit	General Manager Development Manager Land Use Planning Coordinator Statutory Planning Senior Statutory Planner Statutory Planner	
s.61(2A)	power to decide to refuse to grant a permit if a relevant recommending referral authority objects to the grant of permit	General Manager Development Manager Land Use Planning Coordinator Statutory Planning Senior Statutory Planner Statutory Planner	
s.61(3)(a)	duty not to decide to grant a permit to use coastal Crown land without Minister's consent	General Manager Development Manager Land Use Planning Coordinator Statutory Planning Senior Statutory Planner Statutory Planner	

s.61(3)(b)	duty to refuse to grant the permit without the Minister's consent	General Manager Development Manager Land Use Planning Coordinator Statutory Planning Senior Statutory Planner Statutory Planner	
s.61(4)	duty to refuse to grant the permit if grant would authorise a breach of a registered restrictive covenant	General Manager Development Manager Land Use Planning Coordinator Statutory Planning Senior Statutory Planner Statutory Planner	
s.62(1)	duty to include certain conditions in deciding to grant a permit	General Manager Development Manager Land Use Planning Coordinator Statutory Planning Senior Statutory Planner Statutory Planner	
s.62(2)	power to include other conditions	General Manager Development Manager Land Use Planning Coordinator Statutory Planning Senior Statutory Planner Statutory Planner	
s.62(4)	duty to ensure conditions are consistent with paragraphs (a), (b) and (c) Amendment to wording from subsections to paragraphs	General Manager Development Manager Land Use Planning Coordinator Statutory Planning Senior Statutory Planner Statutory Planner	
s.62(5)(a)	power to include a permit condition to implement an approved development contributions plan	General Manager Development Manager Land Use Planning Coordinator Statutory Planning Senior Statutory Planner Statutory Planner	
s.62(5)(b)	power to include a permit condition that specified works be provided on or to the land or paid for in accordance with section 173 agreement	General Manager Development Manager Land Use Planning Coordinator Statutory Planning Senior Statutory Planner Statutory Planner	

s.62(5)(c)	power to include a permit condition that specified works be provided or paid for by the applicant	General Manager Development Manager Land Use Planning Coordinator Statutory Planning Senior Statutory Planner Statutory Planner	
s.62(6)(a)	duty not to include a permit condition requiring a person to pay an amount for or provide works except in accordance with section 62(5) or section.46N	General Manager Development Manager Land Use Planning Coordinator Statutory Planning Senior Statutory Planner Statutory Planner	
s.62(6)(b)	duty not to include a permit condition requiring a person to pay an amount for or provide works except a condition that a planning scheme requires to be included as referred to in s.62(1)(a)	General Manager Development Manager Land Use Planning Coordinator Statutory Planning Senior Statutory Planner Statutory Planner	
s.63	duty to issue the permit where made a decision in favour of the application (if no one has objected)	General Manager Development Manager Land Use Planning Coordinator Statutory Planning Senior Statutory Planner Statutory Planner	
s.64(1)	duty to give notice of decision to grant a permit to applicant and objectors	General Manager Development Manager Land Use Planning Coordinator Statutory Planning Senior Statutory Planner Statutory Planner	This provision applies also to a decision to grant an amendment to a permit – see section 75
s.64(3)	duty not to issue a permit until after the specified period	General Manager Development Manager Land Use Planning Coordinator Statutory Planning Senior Statutory Planner Statutory Planner	This provision applies also to a decision to grant an amendment to a permit – see section 75
s.64(5)	duty to give each objector a copy of an exempt decision	General Manager Development Manager Land Use Planning Coordinator Statutory Planning Senior Statutory Planner Statutory Planner	This provision applies also to a decision to grant an amendment to a permit – see section 75

s.64A	duty not to issue permit until the end of a period when an application for review may be lodged with VCAT or until VCAT has determined the application, if a relevant recommending referral authority has objected to the grant of a permit	General Manager Development Manager Land Use Planning Coordinator Statutory Planning Senior Statutory Planner Statutory Planner	This provision applies also to a decision to grant an amendment to a permit – see section 75A
s.65(1)	duty to give notice of refusal to grant permit to applicant and person who objected under Section 57	General Manager Development Manager Land Use Planning Coordinator Statutory Planning Senior Statutory Planner Statutory Planner	
s.66(1)	duty to give notice under section 64 or section 65 and copy permit to relevant determining referral authorities	General Manager Development Manager Land Use Planning Coordinator Statutory Planning Senior Statutory Planner Statutory Planner	
s.66(2)	duty to give a recommending referral authority notice of its decision to grant a permit	General Manager Development Manager Land Use Planning Coordinator Statutory Planning Senior Statutory Planner Statutory Planner	If the recommending referral authority objected to the grant of the permit or the responsible authority decided not to include a condition on the permit recommended by the recommending referral authority

s.66(4)	duty to give a recommending referral authority notice of its decision to refuse a permit	General Manager Development Manager Land Use Planning Coordinator Statutory Planning Senior Statutory Planner Statutory Planner	If the recommending referral authority objected to the grant of the permit or the recommending referral authority recommended that a permit condition be included on the permit
s.66(6)	duty to give a recommending referral authority a copy of any permit which Council decides to grant and a copy of any notice given under section 64 or 64	General Manager Development Manager Land Use Planning Coordinator Statutory Planning Senior Statutory Planner Statutory Planner	If the recommending referral authority did not object to the grant of the permit or the recommending referral authority did not recommend a condition to be included on the permit
s.69(1)	function of receiving application for extension of time of permit	General Manager Development Manager Land Use Planning Coordinator Statutory Planning Senior Statutory Planner Statutory Planner	
s.69(1A)	function of receiving application for extension of time to complete development	General Manager Development Manager Land Use Planning Coordinator Statutory Planning Senior Statutory Planner Statutory Planner	
s.69(2)	power to extend time	General Manager Development Manager Land Use Planning Coordinator Statutory Planning Senior Statutory Planner Statutory Planner	

s.70	duty to make copy permit available for inspection	General Manager Development Manager Land Use Planning Coordinator Statutory Planning Senior Statutory Planner Statutory Planner	
s.71(1)	power to correct certain mistakes	General Manager Development Manager Land Use Planning Coordinator Statutory Planning Senior Statutory Planner Statutory Planner	
s.71(2)	duty to note corrections in register	General Manager Development Manager Land Use Planning Coordinator Statutory Planning Senior Statutory Planner Statutory Planner	
s.73	power to decide to grant amendment subject to conditions	General Manager Development Manager Land Use Planning Coordinator Statutory Planning Senior Statutory Planner Statutory Planner	
s.74	duty to issue amended permit to applicant if no objectors	General Manager Development Manager Land Use Planning Coordinator Statutory Planning Senior Statutory Planner Statutory Planner	
s.76	duty to give applicant and objectors notice of decision to refuse to grant amendment to permit	General Manager Development Manager Land Use Planning Coordinator Statutory Planning Senior Statutory Planner Statutory Planner	
s.76A(1)	duty to give relevant determining referral authorities copy of amended permit and copy of notice	General Manager Development Manager Land Use Planning; Coordinator Statutory Planning Senior Statutory Planner Statutory Planner	

s.76A(2)	duty to give a recommending referral authority notice of its decision to grant an amendment to a permit	General Manager Development Manager Land Use Planning Coordinator Statutory Planning Senior Statutory Planner Statutory Planner	If the recommending referral authority objected to the amendment of the permit or the responsible authority decided not to include a condition on the amended permit recommended by the recommending referral authority
s.76A(4)	duty to give a recommending referral authority notice of its decision to refuse a permit	General Manager Development Manager Land Use Planning Coordinator Statutory Planning Senior Statutory Planner Statutory Planner	If the recommending referral authority objected to the amendment of the permit or the recommending referral authority recommended that a permit condition be included on the amended permit
s.76A(6)	duty to give a recommending referral authority a copy of any amended permit which Council decided to grant and a copy of any notice given under section 64 or 76	General Manager Development Manager Land Use Planning Coordinator Statutory Planning Senior Statutory Planner Statutory Planner	If the recommending referral authority did not object to the amendment of the permit or the recommending referral authority did not recommend a condition to be included on the amended permit

s.76D	duty to comply with direction of Minister to issue amended permit	General Manager Development Manager Land Use Planning Coordinator Statutory Planning Senior Statutory Planner Statutory Planner	
s.83	function of being respondent to an appeal	General Manager Development Manager Land Use Planning Coordinator Statutory Planning Senior Statutory Planner Statutory Planner	
s.83B	duty to give or publish notice of application for review	General Manager Development Manager Land Use Planning Coordinator Statutory Planning Senior Statutory Planner Statutory Planner	
s.84(1)	power to decide on an application at any time after an appeal is lodged against failure to grant a permit	General Manager Development Manager Land Use Planning Coordinator Statutory Planning Senior Statutory Planner Statutory Planner	
s.84(2)	duty not to issue a permit or notice of decision or refusal after an application is made for review of a failure to grant a permit	General Manager Development Manager Land Use Planning Coordinator Statutory Planning Senior Statutory Planner Statutory Planner	
s.84(3)	duty to tell principal registrar if decide to grant a permit after an application is made for review of its failure to grant a permit	General Manager Development Manager Land Use Planning Coordinator Statutory Planning Senior Statutory Planner Statutory Planner	
s.84(6)	duty to issue permit on receipt of advice within 3 working days	General Manager Development Manager Land Use Planning Coordinator Statutory Planning Senior Statutory Planner Statutory Planner	

s.86	duty to issue a permit at order of Tribunal within 3 working days	General Manager Development Manager Land Use Planning Coordinator Statutory Planning Senior Statutory Planner Statutory Planner	
s.87(3)	power to apply to VCAT for the cancellation or amendment of a permit	General Manager Development Manager Land Use Planning Coordinator Statutory Planning Senior Statutory Planner Statutory Planner	
s.90(1)	function of being heard at hearing of request for cancellation or amendment of a permit	General Manager Development Manager Land Use Planning Coordinator Statutory Planning Senior Statutory Planner Statutory Planner	
s.91(2)	duty to comply with the directions of the VCAT	General Manager Development Manager Land Use Planning Coordinator Statutory Planning Senior Statutory Planner Statutory Planner	
s.91(2A)	duty to issue amended permit to owner if Tribunal so directs	General Manager Development Manager Land Use Planning Coordinator Statutory Planning Senior Statutory Planner Statutory Planner	
s.92	duty to give notice of cancellation/amendment of permit by VCAT to persons entitled to be heard under section 90	General Manager Development Manager Land Use Planning Coordinator Statutory Planning Senior Statutory Planner Statutory Planner	
s.93(2)	duty to give notice of VCAT order to stop development	General Manager Development Manager Land Use Planning Coordinator Statutory Planning Senior Statutory Planner Statutory Planner	

s.95(3)	function of referring certain applications to the Minister	General Manager Development Manager Land Use Planning Coordinator Statutory Planning Senior Statutory Planner Statutory Planner	
s.95(4)	duty to comply with an order or direction	General Manager Development Manager Land Use Planning Coordinator Statutory Planning Senior Statutory Planner Statutory Planner	
s.96(1)	duty to obtain a permit from the Minister to use and develop its land	General Manager Development Manager Land Use Planning Coordinator Statutory Planning Senior Statutory Planner Statutory Planner	
s.96(2)	function of giving consent to other persons to apply to the Minister for a permit to use and develop Council land	General Manager Development Manager Land Use Planning Coordinator Statutory Planning Senior Statutory Planner Statutory Planner	
s.96A(2)	power to agree to consider an application for permit concurrently with preparation of proposed amendment	General Manager Development Manager Land Use Planning Coordinator Statutory Planning Senior Statutory Planner Statutory Planner Coordinator Strategic Planning Strategic Planner	
s.96C	power to give notice, to decide not to give notice, to publish notice and to exercise any other power under section 96C	General Manager Development Manager Land Use Planning Coordinator Statutory Planning Senior Statutory Planner Statutory Planner Coordinator Strategic Planning Strategic Planner	

s.96F	duty to consider the panel's report under section 96E	General Manager Development Manager Land Use Planning Coordinator Statutory Planning Senior Statutory Planner Statutory Planner Coordinator Strategic Planning Strategic Planner	
s.96G(1)	power to determine to recommend that a permit be granted or to refuse to recommend that a permit be granted and power to notify applicant of the determination (including power to give notice under s 23 of <i>the Planning and Environment (Planning Schemes) Act 1996</i>)	General Manager Development Manager Land Use Planning; Coordinator Statutory Planning Senior Statutory Planner Statutory Planner Coordinator Strategic Planning Strategic Planner	
s.96H(3)	power to give notice in compliance with Minister's direction	General Manager Development Manager Land Use Planning Coordinator Statutory Planning Senior Statutory Planner Statutory Planner Coordinator Strategic Planning Strategic Planner	
s.96J	power to issue permit as directed by the Minister	General Manager Development Manager Land Use Planning; Coordinator Statutory Planning Senior Statutory Planner Statutory Planner Coordinator Strategic Planning Strategic Planner	
s.96K	duty to comply with direction of the Minister to give notice of refusal	General Manager Development Manager Land Use Planning; Coordinator Statutory Planning Senior Statutory Planner Statutory Planner Coordinator Strategic Planning Strategic Planner	

s.96Z New provision	duty to keep levy certificates given to it under ss.47 or 96A for no less than 5 years from receipt of the certificate	Not Delegated	Note this provision is not yet in force and will occur on 1 July 2015
s.97C	power to request Minister to decide the application	General Manager Development Manager Land Use Planning	
s.97D(1)	duty to comply with directions of Minister to supply any document or assistance relating to application	General Manager Development Manager Land Use Planning Coordinator Statutory Planning Senior Statutory Planner Statutory Planner Coordinator Strategic Planning Strategic Planner	
s.97G(3)	function of receiving from Minister copy of notice of refusal to grant permit or copy of any permit granted by the Minister	General Manager Development Manager Land Use Planning Coordinator Statutory Planning Senior Statutory Planner Statutory Planner Coordinator Strategic Planning Strategic Planner	
s.97G(6)	duty to make a copy of permits issued under section 97F available for inspection	General Manager Development Manager Land Use Planning Coordinator Statutory Planning Senior Statutory Planner Statutory Planner Coordinator Strategic Planning Strategic Planner	
s.97L	duty to include Ministerial decisions in a register kept under section 49	General Manager Development Manager Land Use Planning Coordinator Statutory Planning Senior Statutory Planner Statutory Planner Coordinator Strategic Planning Strategic Planner	

s.97MH New provision	duty to provide information or assistance to the Planning Application Committee	Not Delegated	
s.97MI New provision	duty to contribute to the costs of the Planning Application Committee or subcommittee	Not Delegated	
s.97O	duty to consider application and issue or refuse to issue certificate of compliance	General Manager Development Manager Land Use Planning Coordinator Statutory Planning Senior Statutory Planner Statutory Planner	
s.97P(3)	duty to comply with directions of VCAT following an application for review of a failure or refusal to issue a certificate	General Manager Development Manager Land Use Planning Coordinator Statutory Planning Senior Statutory Planner Statutory Planner	
s.97Q(2)	function of being heard by VCAT at hearing of request for amendment or cancellation of certificate	General Manager Development Manager Land Use Planning; Coordinator Statutory Planning Senior Statutory Planner Statutory Planner	
s.97Q(4)	duty to comply with directions of VCAT	General Manager Development Manager Land Use Planning Coordinator Statutory Planning Senior Statutory Planner Statutory Planner	
s.97R	duty to keep register of all applications for certificate of compliance and related decisions	General Manager Development Manager Land Use Planning Coordinator Statutory Planning Senior Statutory Planner Statutory Planner	
s.98(1)&(2)	function of receiving claim for compensation in certain circumstances	General Manager Development Manager Land Use Planning Coordinator Statutory Planning Senior Statutory Planner Statutory Planner	

s.98(4)	duty to inform any person of the name of the person from whom compensation can be claimed	General Manager Development Manager Land Use Planning Coordinator Statutory Planning Senior Statutory Planner Statutory Planner	
s.101	function of receiving claim for expenses in conjunction with claim	General Manager Development Manager Land Use Planning Coordinator Statutory Planning Senior Statutory Planner Statutory Planner	
s.103	power to reject a claim for compensation in certain circumstances	General Manager Development Manager Land Use Planning Coordinator Statutory Planning Senior Statutory Planner Statutory Planner	
s.107(1)	function of receiving claim for compensation	General Manager Development Manager Land Use Planning Coordinator Statutory Planning Senior Statutory Planner Statutory Planner	
s.107(3)	power to agree to extend time for making claim	General Manager Development Manager Land Use Planning Coordinator Statutory Planning Senior Statutory Planner Statutory Planner Compliance Officer	
s.114(1)	power to apply to the VCAT for an enforcement order	General Manager Development Manager Land Use Planning Coordinator Statutory Planning Senior Statutory Planner Statutory Planner Compliance Officer	
s.117(1)(a)	function of making a submission to the VCAT where objections are received	General Manager Development Manager Land Use Planning Coordinator Statutory Planning Senior Statutory Planner Statutory Planner Compliance Officer	

s.120(1)	power to apply for an interim enforcement order where s.114 application has been made	General Manager Development Manager Land Use Planning Coordinator Statutory Planning Senior Statutory Planner Statutory Planner Compliance Officer	
s.123(1)	power to carry out work required by enforcement order and recover costs	General Manager Development Manager Land Use Planning Coordinator Statutory Planning Senior Statutory Planner Statutory Planner Compliance Officer	
s.123(2)	power to sell buildings, materials, etc salvaged in carrying out work under section 123(1)	General Manager Development	To be ratified by Council Except Crown Land
s.125 Deleted provision	Power to apply for an injunction restraining a person from contravening an enforcement order or interim enforcement order	General Manager Development Manager Land Use Planning Coordinator Statutory Planning	
s.129	function of recovering penalties	General Manager Development Manager Land Use Planning Coordinator Statutory Planning Senior Statutory Planner Statutory Planner Compliance Officer	
s.130(5)	power to allow person served with an infringement notice further time	General Manager Development Manager Land Use Planning Coordinator Statutory Planning Senior Statutory Planner Statutory Planner Compliance Officer	

s.149A(1)	power to refer a matter to the VCAT for determination	General Manager Development Manager Land Use Planning Coordinator Statutory Planning Senior Statutory Planner Statutory Planner	
s.149A(1A)	power to apply to VCAT for the determination of a matter relating to the interpretations of a s.173 agreement	General Manager Development Manager Land Use Planning Coordinator Statutory Planning Senior Statutory Planner Statutory Planner	
s.156	duty to pay fees and allowances (including a payment to the Crown under subsection (2A)), and payment or reimbursement for reasonable costs and expenses incurred by the panel in carrying out its functions unless the Minister directs otherwise under subsection 2(B) power to ask for contribution under subsection (3) and power to abandon amendment or part of it under subsection (4)	General Manager Development Manager Land Use Planning Coordinator Strategic Planning Strategic Planner	where council is the relevant planning authority
s.171(2)(f)	power to carry out studies and commission reports	General Manager Development Manager Land Use Planning Project Manager Wellington Coast Subdivision Strategy Coordinator Strategic Planning Strategic Planner Coordinator Statutory Planning Senior Statutory Planner Statutory Planner	
s.171(2)(g)	power to grant and reserve easements	General Manager Development Manager Land Use Planning Coordinator Statutory Planning Senior Statutory Planner Statutory Planner	With the exception of proposals for reservation of easements on third party properties
s.173	power to enter into agreement covering matters set out in section 174	Not delegated	

---	power to decide whether something is to the satisfaction of Council, where an agreement made under section 173 of the <i>Planning and Environment Act 1987</i> requires something to be to the satisfaction of Council or Responsible Authority	Manager Land Use Planning Coordinator Statutory Planning Senior Statutory Planner Statutory Planner	
---	power to give consent on behalf of Council, where an agreement made under section 173 of the <i>Planning and Environment Act 1987</i> requires that something may not be done without the consent of Council or Responsible Authority	Manager Land Use Planning Coordinator Statutory Planning Senior Statutory Planner Statutory Planner	
s.177(2)	power to end a section 173 agreement with the agreement of all those bound by any covenant in the agreement or otherwise in accordance with Division 2 of Part 9 (New Wording)	General Manager Development Manager Land Use Planning Coordinator Statutory Planning Senior Statutory Planner Statutory Planner	
s.178 New provision	Power to amend a s.173 agreement with the agreement of all those bound by any covenant in the agreement or otherwise in accordance with Division 2 of Part 9	General Manager Development Manager Land Use Planning Coordinator Statutory Planning Senior Statutory Planner Statutory Planner	
s.178A(1)	function of receiving application to amend or end an agreement	General Manager Development Manager Land Use Planning Coordinator Statutory Planning Senior Statutory Planner Statutory Planner	
s.178A(3)	function of notifying the owner as to whether it agrees in principle to the proposal under s 178A(1)	General Manager Development Manager Land Use Planning Coordinator Statutory Planning Senior Statutory Planner Statutory Planner	
s.178A(4)	function of notifying the applicant and the owner as to whether it agrees in principle to the proposal	General Manager Development Manager Land Use Planning Coordinator Statutory Planning Senior Statutory Planner Statutory Planner	

s.178A(5)	power to propose to amend or end an agreement	General Manager Development Manager Land Use Planning Coordinator Statutory Planning Senior Statutory Planner Statutory Planner	
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s.178B(1)	duty to consider certain matters when considering proposal to amend an agreement	General Manager Development Manager Land Use Planning Coordinator Statutory Planning Senior Statutory Planner Statutory Planner	
s.178B(2)	duty to consider certain matters when considering proposal to end an agreement	General Manager Development Manager Land Use Planning Coordinator Statutory Planning Senior Statutory Planner Statutory Planner	
s.178C(2)	duty to give notice of the proposal to all parties to the agreement and other persons who may be detrimentally affected by decision to amend or end	General Manager Development Manager Land Use Planning Coordinator Statutory Planning Senior Statutory Planner Statutory Planner	
s.178C(4)	function of determining how to give notice under s.178C(2)	General Manager Development Manager Land Use Planning Coordinator Statutory Planning Senior Statutory Planner Statutory Planner	
s.178E(1)	duty not to make decision until after 14 days after notice has been given	General Manager Development Manager Land Use Planning Coordinator Statutory Planning Senior Statutory Planner Statutory Planner	
s.178E(2)(a)	power to amend or end the agreement in accordance with the proposal	General Manager Development Manager Land Use Planning Coordinator Statutory Planning Senior Statutory Planner Statutory Planner	If no objections are made under s.178D Must consider matters in s.178B
s.178E(2)(b)	power to amend or end the agreement in a manner that is not substantively different from the proposal	General Manager Development Manager Land Use Planning Coordinator Statutory Planning Senior Statutory Planner Statutory Planner	If no objections are made under s.178D Must consider matters in s.178B

s.178E(2)(C)	power to refuse to amend or end an agreement	General Manager Development Manager Land Use Planning Coordinator Statutory Planning Senior Statutory Planner Statutory Planner	If no objections are made under s.178D Must consider matters in s.178B
s.178E(3)(a)	power to amend or end the agreement in accordance with the proposal	General Manager Development Manager Land Use Planning Coordinator Statutory Planning Senior Statutory Planner Statutory Planner	After considering objections, submissions and matters in s.178B
s.178E(3)(b)	power to amend or end the agreement in a manner that is not substantively different from the proposal	General Manager Development Manager Land Use Planning Coordinator Statutory Planning Senior Statutory Planner Statutory Planner	After considering objections, submissions and matters in s.178B
s.178E(3)(C)	power to amend or end the agreement in a manner that is substantively different from the proposal	General Manager Development Manager Land Use Planning Coordinator Statutory Planning Senior Statutory Planner Statutory Planner	After considering objections, submission and matters in s.178B
s.178E(3)(d)	power to refuse to amend or end the agreement	General Manager Development Manager Land Use Planning Coordinator Statutory Planning Senior Statutory Planner Statutory Planner	After considering objections, submission and matters in s.178B
s.178F(1)	duty to give notice of its decision under s.178E(3)(a)or(b)	General Manager Development Manager Land Use Planning Coordinator Statutory Planning Senior Statutory Planner Statutory Planner	
s.178F(2)	duty to give notice of its decision under s.178E(s)(c)or (3)(d)	General Manager Development Manager Land Use Planning Coordinator Statutory Planning Senior Statutory Planner Statutory Planner	

s.178F(4)	duty not to proceed to amend or end an agreement under s.178E until at least 21 days after notice has been given or until an application for review to the Tribunal has been determined or withdrawn	General Manager Development Manager Land Use Planning Coordinator Statutory Planning Senior Statutory Planner Statutory Planner	
s.178G	duty to sign amended agreement and give copy to each other party to the agreement	General Manager Development Manager Land Use Planning Coordinator Statutory Planning Senior Statutory Planner Statutory Planner	
s.178H	power to require a person who applies to amend or end an agreement to pay the costs of giving notices and preparing the amended agreement	General Manager Development Manager Land Use Planning Coordinator Statutory Planning Senior Statutory Planner Statutory Planner	
s.178I(3)	Duty to notify, in writing, each party to the agreement of the ending of the agreement relating to Crown land	General Manager Development Manager Land Use Planning Coordinator Statutory Planning Senior Statutory Planner Statutory Planner	
s.178 Provision deleted	power to amend a section 173 agreement by agreement with all persons who are bound by an covenant in the agreement	Not delegated	
s.179(2)	duty to make available for inspection copy agreement	Manager Land Use Planning Coordinator Statutory Planning Senior Statutory Planner Statutory Planner	
s.181	duty to apply to the Registrar of Titles to record the agreement and to deliver a memorial to Registrar-General	General Manager Development Manager Land Use Planning Coordinator Statutory Planning Senior Statutory Planner Statutory Planner	
s.181(1A)(a)	power to apply to the Registrar of Titles to record the agreement	General Manager Development Manager Land Use Planning Coordinator Statutory Planning Senior Statutory Planner Statutory Planner	

s.181(1A)(b)	duty to apply to the Registrar of Titles, without delay, to record the agreement	General Manager Development Manager Land Use Planning Coordinator Statutory Planning Senior Statutory Planner Statutory Planner	
s.182	power to enforce an agreement	General Manager Development Manager Land Use Planning Coordinator Statutory Planning Senior Statutory Planner Statutory Planner Compliance Officer	
s.183	duty to tell Registrar of Titles of ending/amendment of agreement	General Manager Development Manager Land Use Planning Coordinator Statutory Planning Senior Statutory Planner Statutory Planner	
s.184F(1)	power to decide to amend or end an agreement at any time after an application for review of the failure of Council to make a decision	General Manager Development Manager Land Use Planning Coordinator Statutory Planning Senior Statutory Planner Statutory Planner	
s.184F(2)	duty not to amend or end the agreement or give notice of the decision after an application is made to VCAT for review of a failure to amend or end an agreement	General Manager Development Manager Land Use Planning Coordinator Statutory Planning Senior Statutory Planner Statutory Planner	
s.184F(3)	duty to inform the principal registrar if the responsible authority decided to amend or end an agreement after an application is made for the review of its failure to end or amend the agreement	General Manager Development Manager Land Use Planning Coordinator Statutory Planning Senior Statutory Planner Statutory Planner	
s.184F(5)	function of receiving advice from the principal registrar that the agreement may be amended or ended in accordance with Council's decision	General Manager Development Manager Land Use Planning Coordinator Statutory Planning Senior Statutory Planner Statutory Planner	

s.184G(2)	duty to comply with a direction from the Tribunal	General Manager Development Manager Land Use Planning Coordinator Statutory Planning Senior Statutory Planner Statutory Planner	
s.184G(3)	Duty to give notice as directed by the Tribunal	General Manager Development Manager Land Use Planning Coordinator Statutory Planning Senior Statutory Planner Statutory Planner	
s.198(1)	function to receive application for planning certificate	General Manager Development Manager Land Use Planning Coordinator Statutory Planning Senior Statutory Planner Statutory Planner	
s.199(1)	duty to give planning certificate to applicant	General Manager Development Manager Land Use Planning Coordinator Statutory Planning Senior Statutory Planner Statutory Planner	
s.201(1)	function of receiving application for declaration of underlying zoning	General Manager Development Manager Land Use Planning Coordinator Statutory Planning Senior Statutory Planner Statutory Planner	
s.201(3)	duty to make declaration	General Manager Development Manager Land Use Planning; Coordinator Statutory Planning Senior Statutory Planner Statutory Planner	
-	power to decide, in relation to any planning scheme or permit, that a specified thing has or has not been done to the satisfaction of Council	General Manager Development Manager Land Use Planning Coordinator Statutory Planning Senior Statutory Planner Statutory Planner	

-	power, in relation to any planning scheme or permit, to consent or refuse to consent to any matter which requires the consent or approval of Council	General Manager Development Manager Land Use Planning Coordinator Statutory Planning Senior Statutory Planner Statutory Planner	
-	power to approve any plan or any amendment to a plan or other document in accordance with a provision of a planning scheme or condition in a permit	General Manager Development Manager Land Use Planning Coordinator Statutory Planning Senior Statutory Planner Statutory Planner	
-	power to give written authorisation in accordance with a provision of a planning scheme	General Manager Development Manager Land Use Planning Coordinator Statutory Planning Senior Statutory Planner Statutory Planner	
s.201UAB(1)	function of providing the Growth Areas Authority with information relating to any land within municipal district	General Manager Development Manager Land Use Planning Coordinator Statutory Planning Senior Statutory Planner Statutory Planner	
s.201UAB(2)	duty to provide the Growth Areas Authority with information requested under subsection (1) as soon as possible	General Manager Development Manager Land Use Planning Coordinator Statutory Planning Senior Statutory Planner Statutory Planner	

Planning and Environment Act 1987 – Also see list containing powers not delegated

PLANNING AND ENVIRONMENT REGULATIONS 2015 (Amendment to year from 2005 to 2015)			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	COMMENTS
r 6	<p>Duty of responsible authority to provide copy of matter considered under section 60(1A)(g) for inspection free of charge (Old wording)</p> <p>Revised wording</p> <p>function of receiving notice, under section 19(1)(c) of the Act, from a planning authority of its preparation of an amendment to a planning scheme (New wording)</p>	<p>General Manager Development Manager Land Use Planning Coordinator Statutory Planning Senior Statutory Planner Statutory Planner Coordinator Strategic Planning Strategic Planner</p>	<p>where Council is not the planning authority and the amendment affects land within its municipal district; or</p> <p>where the amendment will amend the planning scheme to designate Council as an acquiring authority</p>
r7 Deleted Provision	duty of responsible authority to provide copy information or report requested by Minister	<p>General Manager Development Manager Land Use Planning Coordinator Statutory Planning Senior Statutory Planner Statutory Planner Coordinator Strategic Planning Strategic Planner</p>	
r.21 New provision	Power of responsible authority to require a permit applicant to verify information (by statutory declaration or other written confirmation satisfactory to the responsible authority) in an application for a permit or to amend a permit or any information provided under section 54 of the Act	<p>General Manager Development Manager Land Use Planning Coordinator Statutory Planning Senior Statutory Planner Statutory Planner</p>	

<p>r22 Deleted Provision</p>	<p>power of responsible authority to require verification of information (by statutory declaration or other written confirmation satisfactory to the responsible authority) in application for permit or to amend a permit or any information provided under section 54 of the Act</p>	<p>General Manager Development Manager Land Use Planning Coordinator Statutory Planning Senior Statutory Planner Statutory Planner</p>	
<p>r.25(a) New provision</p>	<p>duty to make copy of matter considered under section 60(1a)(g) available for inspection free of charge</p>	<p>General Manager Development Manager Land Use Planning Coordinator Statutory Planning Senior Statutory Planner Statutory Planner Coordinator Strategic Planning Strategic Planner</p>	<p>where Council is the responsible authority</p>
<p>r.25(b)) New provision</p>	<p>function of receiving a copy of any document considered under section 60(1A)(g) by the responsible authority and duty to make the document available for inspection free of charge</p>	<p>General Manager Development Manager Land Use Planning Coordinator Statutory Planning Senior Statutory Planner Statutory Planner Coordinator Strategic Planning Strategic Planner</p>	<p>where Council is not the responsible authority but the relevant land is within Council's municipal district</p>
<p>r.42 New provision</p>	<p>Function of receiving notice under section 96C(1)(c) of the Act from a planning authority of its preparation of a combined application for an amendment to a planning scheme and notice of a permit application</p>	<p>General Manager Development Manager Land Use Planning Coordinator Statutory Planning Senior Statutory Planner Statutory Planner Coordinator Strategic Planning Strategic Planner</p>	<p>where Council is not the planning authority and the amendment affects land within Council's municipal district; or</p> <p>where the amendment will amend the planning scheme to designate Council as an acquiring authority.</p>
<p>r 55 Deleted Provision</p>	<p>duty of responsible authority to tell Registrar of Titles under r 183 of the Act of the cancellation or amendment of an agreement</p>	<p>General Manager Development Manager Land Use Planning Coordinator Statutory Planning Senior Statutory Planner Statutory Planner</p>	

PLANNING AND ENVIRONMENT (FEES) FURTHER INTERIM REGULATIONS 2015

Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED Note: these regulations expire on 16 October 2016	DELEGATE	COMMENTS
r.16	power to waive or rebate a fee other than a fee relating to an amendment to a planning scheme		This regulation expires on 16 October 2016
r.17	power to waive or rebate a fee relating to an amendment of a planning scheme		This regulation expires on 16 October 2016
r.18	duty to record matters taken into account and which formed the basis of a decision to waive or rebate a fee under r.16 or 17		This regulation expires on 16 October 2016

RAIL SAFETY ACT 2006

Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATED	CONDITIONS & LIMITATIONS
s.33	duty to comply with a direction of the Safety Director under this section	Not delegated	where council is a utility under section 3
s.33A	duty to comply with a direction of the Safety Director to give effect to arrangements under this section	Not delegated	Duty of council as a road authority under the <i>Road Management Act 2004</i>
s.34	duty to comply with a direction of the Safety Director to alter, demolish or take away works carried out contrary to a direction under section 33(1)	Not delegated	where council as a utility under section 3
s.34C(2)	function of entering into safety interface agreements with rail infrastructure manager	Not delegated	where council is the relevant road authority
s.34D(1)	function of working in conjunction with rail infrastructure manager in determining whether risks to safety need to be managed	Not delegated	where council is the relevant road authority
s.34D(2)	function of receiving written notice of opinion	Not delegated	where council is the relevant road authority
s.34D(4)	function of entering into safety interface agreement with infrastructure manager	Not delegated	where council is the relevant road authority
s.34E(1)(a)	duty to identify and assess risks to safety	Not delegated	where council is the relevant road authority
s.34E(1)(b)	duty to determine measures to manage any risks identified and assessed having regard to items set out in section 34E(2)(a)-(c)	Not delegated	where council is the relevant road authority

RAIL SAFETY ACT 2006

Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATED	CONDITIONS & LIMITATIONS
s.34E(3)	duty to seek to enter into a safety interface agreement with rail infrastructure manager	Not delegated	where council is the relevant road authority
s.34F(1)(a)	duty to identify and assess risks to safety, if written notice has been received under section 34D(2)(a)	Not delegated	where council is the relevant road authority
s.34F(1)(b)	duty to determine measures to manage any risks identified and assessed, if written notice has been received under section 34D(2)(a)	Not delegated	where council is the relevant road authority
s.34F(2)	duty to seek to enter into a safety interface agreement with rail infrastructure manager	Not delegated	where council is the relevant road authority
s.34H	power to identify and assess risks to safety as required under sections 34B, 34C, 34D, 34E or 34F in accordance with subsections (a)-(c)	Not delegated	where council is the relevant road authority
s.34I	function of entering into safety interface agreements	Not delegated	where council is the relevant road authority
s.34J(2)	function of receiving notice from Safety Director	Not delegated	where council is the relevant road authority
s.34J(7)	duty to comply with a direction of the Safety Director given under section 34J(5)	Not delegated	where council is the relevant road authority
s.34K(2)	duty to maintain a register of items set out in subsections (a)-(b)	Not delegated	where council is the relevant road authority

RESIDENTIAL TENANCIES ACT 1997

Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATED	CONDITIONS & LIMITATIONS
s.14D Provision deleted	function of receiving notice regarding an unregistered rooming house	General Manager Development Manager Municipal Services Coordinator Environmental Health Environmental Health Officer	
s.142D New provision	Function of receiving notice regarding an unregistered rooming house	Manager Municipal Services Coordinator Environmental Health Environmental Health Officer	
s.142G(1) New provision	Duty to enter required information in Rooming House Register of each rooming house in municipal district	Manager Municipal Services Coordinator Environmental Health Environmental Health Officer	
s.142G(2) New provision	Power to enter certain information in the Rooming House Register	Manager Municipal Services Coordinator Environmental Health Environmental Health Officer	
s.142I(2) New provision	Power to amend or revoke an entry in the Rooming House Register if necessary to maintain the accuracy of the entry	Manager Municipal Services Coordinator Environmental Health Environmental Health Officer	
s.252	power to give tenant a notice to vacate rented premises if subsection (1) applies	Not delegated	where council is the landlord
s.262(1)	power to give tenant a notice to vacate rented premises	Not delegated	where council is the landlord
s.262(3)	power to publish its criteria for eligibility for the provision of housing by council	General Manager Development Manager Municipal Services Coordinator Environmental Health Environmental Health Officer	

RESIDENTIAL TENANCIES ACT 1997			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATED	CONDITIONS & LIMITATIONS
s.518F	power to issue notice to caravan park regarding emergency management plan if determined that the plan does not comply with the requirements	General Manager Development Manager Municipal Services Coordinator Environmental Health Environmental Health Officer	
s.522(1)	power to give a compliance notice to a person	General Manager Development Manager Municipal Services Coordinator Environmental Health Environmental Health Officer	
s.525(2)	power to authorise an officer to exercise powers in section 526 (either generally or in a particular case)	General Manager Development Manager Municipal Services Coordinator Environmental Health Environmental Health Officer	
s.525(4)	duty to issue identity card to authorised officers	Manager Land Use Planning Manager Organisation Development Governance Officer	
s.526(5)	duty to keep record of entry by authorised officer under section 526	General Manager Development Manager Municipal Services Coordinator Environmental Health Environmental Health Officer	
s.526A(3)	function of receiving report of inspection	General Manager Development Manager Municipal Services Coordinator Environmental Health Environmental Health Officer	
s.527	power to authorise a person to institute proceedings (either generally or in a particular case)	General Manager Development Manager Municipal Services Coordinator Environmental Health Environmental Health Officer	

RESIDENTIAL TENANCIES (CARAVAN PARKS AND MOVABLE DWELLINGS REGISTRATION AND STANDARDS) REGULATIONS 2010

Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	COMMENTS
r.7	function of entering into a written agreement with a caravan park owner	Manager Municipal Services Coordinator Environmental Health Environmental Health Officer	
r.11	function of receiving application for registration	Manager Municipal Services Coordinator Environmental Health Environmental Health Officer	
r.13(1)	duty to grant the registration if satisfied that the caravan park complies with these regulations	Manager Municipal Services Coordinator Environmental Health Environmental Health Officer	
r.13(2)	power to refuse to renew the registration if not satisfied that the caravan park complies with these regulations	Manager Municipal Services Coordinator Environmental Health Environmental Health Officer	
r.13(4) & (5)	duty to issue certificate of registration	Manager Municipal Services Coordinator Environmental Health Environmental Health Officer	
r.15(1)	function of receiving notice of transfer of ownership	Manager Municipal Services Coordinator Environmental Health Environmental Health Officer	
r.15(3)	power to determine where notice of transfer is displayed	Manager Municipal Services Coordinator Environmental Health Environmental Health Officer	
r.16(1)	duty to transfer registration to new caravan park owner	Manager Municipal Services Coordinator Environmental Health Environmental Health Officer	
r.16(2)	duty to issue a certificate of transfer of registration	Manager Municipal Services Coordinator Environmental Health Environmental Health Officer	

RESIDENTIAL TENANCIES (CARAVAN PARKS AND MOVABLE DWELLINGS REGISTRATION AND STANDARDS) REGULATIONS 2010

Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	COMMENTS
r.17(1)	power to determine the fee to accompany applications for registration or applications for renewal of registration	Manager Municipal Services Coordinator Environmental health Environmental Health Officer	
r.18	duty to keep register of caravan parks	Manager Municipal Services Coordinator Environmental health Environmental Health Officer	
r.19(4)	power to determine where the emergency contact person's details are displayed	Manager Municipal Services Coordinator Environmental health Environmental Health Officer	
r.19(6)	power to determine where certain information is displayed	Manager Municipal Services Coordinator Environmental health Environmental Health Officer	
r.22A(1) New provision	duty to notify a caravan park owner of the relevant emergency services agencies for the caravan park, on the request of the caravan park owner.	Manager Municipal Services Environmental Health Officer Coordinator Environmental Health	
r.22A(2) New provision	duty to consult with relevant emergency services agencies	Manager Municipal Services Coordinator Environmental Health Environmental Health Officer	
r.22(6) Deleted provision	duty to notify caravan park owners of emergency service agencies	Manager Municipal Services Coordinator Environmental Health Environmental Health Officer	
r.22(7) Deleted provision	duty to consult with relevant emergency services agency	Manager Municipal Services Coordinator Environmental Health Environmental Health Officer	
r.23	power to determine places in which caravan park owner must display a copy of emergency warnings	Manager Municipal Services Coordinator Environmental Health	

RESIDENTIAL TENANCIES (CARAVAN PARKS AND MOVABLE DWELLINGS REGISTRATION AND STANDARDS) REGULATIONS 2010

Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	COMMENTS
New provision		Environmental Health Officer	
r.23(2) Deleted provision	power to determine places in which caravan park owner must display a copy of emergency procedures	Manager Municipal Services Coordinator Environmental Health Environmental Health Officer	
r.24 New provision	power to determine places in which caravan park owner must display copy of public emergency warnings	Manager Municipal Services Coordinator Environmental Health Environmental Health Officer	
r.24(1) Deleted provision	power to determine places in which caravan park owner must display copy of public emergency warnings	Manager Municipal Services Coordinator Environmental Health Environmental Health Officer	
r.25(3)	duty to consult with relevant floodplain management authority	Manager Municipal Services Coordinator Environmental health Environmental Health Officer	
r.26	duty to have regard to any report of the relevant fire authority	Manager Municipal Services Coordinator Environmental health Environmental Health Officer	
r.28(c)	power to approve system for the collection, removal and disposal of sewage and waste water from a movable dwelling	Manager Municipal Services Coordinator Environmental health Environmental Health Officer	
r.39	function of receiving notice of proposed installation of unregistrable movable dwelling or rigid annexe	Manager Municipal Services Coordinator Environmental health Environmental Health Officer	
r.39(b)	power to require notice of proposal to install unregistrable movable dwelling or rigid annexe	Manager Municipal Services Coordinator Environmental health Environmental Health Officer	

RESIDENTIAL TENANCIES (CARAVAN PARKS AND MOVABLE DWELLINGS REGISTRATION AND STANDARDS) REGULATIONS 2010

Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	COMMENTS
r.40(4)	function of receiving installation certificate	Manager Municipal Services Coordinator Environmental health Environmental Health Officer	
r.42	power to approve use of a non-habitable structure as a dwelling or part of a dwelling	Manager Municipal Services Coordinator Environmental health Environmental Health Officer	
Schedule 3 clause 4(3)	power to approve the removal of wheels and axles from unregistrable movable dwelling	Manager Municipal Services Coordinator Environmental health Environmental Health Officer	

ROAD MANAGEMENT ACT 2004			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s11(1)	power to declare a road by publishing a notice in the Government Gazette	General Manager Built & Natural Environment Manager Assets & Projects Coordinator Asset Management	obtain consent in circumstances specified in section 11(2)
s11(8)	power to name a road or change the name of a road by publishing notice in Government Gazette	General Manager Built & Natural Environment Manager Assets & Projects Coordinator Asset Management	
s11(9)(b)	duty to advise Registrar	General Manager Built & Natural Environment Manager Assets & Projects Coordinator Asset Management	
s11(10)	duty to inform Secretary to Department of Sustainability and Environment of declaration etc.	General Manager Built & Natural Environment Manager Assets & Projects Coordinator Asset Management	clause subject to section 11(10A)
s11(10A)	duty to inform Secretary to Department of Sustainability and Environment or nominated person	General Manager Built & Natural Environment Manager Assets & Projects Coordinator Asset Management	Where council is the coordinating road authority
s12(2)	power to discontinue road or part of a road	General Manager Built & Natural Environment Manager Assets & Projects Coordinator Asset Management	Where council is the coordinating road authority
s12(4)	power to publish, and provide copy, notice of proposed discontinuance	General Manager Built & Natural Environment Manager Assets & Projects Coordinator Asset Management	power of coordinating road authority where it is the discontinuing body

ROAD MANAGEMENT ACT 2004

Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
			unless subsection (11) applies
s12(5)	duty to consider written submissions received within 28 days of notice	General Manager Built & Natural Environment Manager Assets & Projects Coordinator Asset Management	duty of coordinating road authority where it is the discontinuing body unless subsection (11) applies
s12(6)	function of hearing a person in support of their written submission	General Manager Built & Natural Environment Manager Assets & Projects Coordinator Asset Management	function of coordinating road authority where it is the discontinuing body Unless subsection (11) applies
s12(7)	duty to fix day, time and place of meeting under subsection (6) and to give notice	General Manager Built & Natural Environment Manager Assets & Projects Coordinator Asset Management	duty of coordinating road authority where it is the discontinuing body unless subsection (11) applies
s12(10)	duty to notify of decision made	General Manager Built & Natural Environment Manager Assets & Projects Coordinator Asset Management	duty of coordinating road authority where it is the discontinuing body Does not apply where an exemption is specified by the regulations or given by the Minister

ROAD MANAGEMENT ACT 2004			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s13(1)	power to fix a boundary road by publishing notice in Government Gazette	General Manager Built & Natural Environment Manager Assets & Projects Coordinator Asset Management	power of coordinating road authority and obtain consent under s13(3) and s13(4) as appropriate
s.14(4)	function of receiving notice from VicRoads	General Manager Built & Natural Environment Manager Assets & Projects Coordinator Asset Management	
s14(7)	power to appeal against decision of VicRoads	General Manager Built & Natural Environment Manager Assets & Projects	Report to council
s15(1)	power to enter into arrangement with another road authority or a provider of public transport to transfer a road management function of the road authority to the other road authority, utility or provider of public transport	General Manager Built & Natural Environment Manager Assets & Projects Manager Built Environment	Report to council
s15(1A)	power to enter into arrangement with a utility to transfer a road management function of the utility to the road authority	General Manager Built & Natural Environment Manager Built Environment	
s15(2)	duty to include details of arrangement in public roads register	Manager Built Environment Coordinator Built Environment Planning	
s16(7)	power to enter into an arrangement under section 15	General Manager Built & Natural Environment	Report to council
s16(8)	duty to enter details of determination in public roads register	Manager Built Environment Coordinator Built Environment Planning	

ROAD MANAGEMENT ACT 2004

Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s17(2)	duty to register public road in public roads register	Manager Built Environment Coordinator Built Environment Planning	where council is the coordinating road authority
s17(3)	power to decide that a road is reasonably required for general public use	General Manager Built & Natural Environment Manager Built Environment	where council is the coordinating road authority
s17(3)	duty to register a road reasonably required for general public use in public roads register	Manager Built Environment Coordinator Built Environment Planning	where council is the coordinating road authority
s17(4)	Power to decide that a road is no longer reasonably required for general public use	General Manager Built & Natural Environment Manager Built Environment	where council is the coordinating road authority
s17(4)	duty to remove road no longer reasonably required for general public use from public roads register	General Manager Built & Natural Environment Manager Built Environment	where council is the coordinating road authority
s.18(1)	power to designate ancillary area	General Manager Built & Natural Environment Manager Built Environment	Where council is the coordinating road authority, and obtain consent in circumstances specified in section 18(2)
s.18(3)	duty to record designation in public roads register	Manager Built Environment Coordinator Built Environment Planning	where council is the coordinating road authority
s.19(1)	duty to keep register of public roads in respect of which it is the coordinating road authority	Manager Built Environment Coordinator Built Environment Planning	
s.19(4)	duty to specify details of discontinuance in public roads register	General Manager Built & Natural Environment Manager Assets & Projects	

ROAD MANAGEMENT ACT 2004			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
		Coordinator Infrastructure Development	
s.19(5)	duty to ensure public roads register is available for public inspection	Manager Built Environment Coordinator Built Environment Planning	
s.21	function of replying to request for information or advice	General Manager Built & Natural Environment Manager Built Environment	obtain consent in circumstances specified in s11(2)
s.22(2)	function of commenting on proposed direction	General Manager Built & Natural Environment Manager Built Environment	report to Council
s.22(4)	duty to publish a copy or summary of any direction made under section 22 by the Minister in its annual report.	General Manager Built & Natural Environment Manager Built Environment	where council is the road authority
s.22(5)	duty to give effect to a direction under this section.	General Manager Built & Natural Environment Manager Built Environment	
s.40(1)	Duty to inspect, maintain and repair a public road	General Manager Built & Natural Environment Manager Built Environment	
s.40(5)	power to inspect, maintain and repair a road which is not a public road	General Manager Built & Natural Environment Manager Built Environment	
s.41(1)	Power to determine the standard of construction, inspection, maintenance and repair	General Manager Built & Natural Environment Manager Built Environment Manager Assets & Projects	
s.42(1)	power to declare a public road as a controlled access road	General Manager Built & Natural Environment Manager Built Environment	power of coordinating road authority and schedule 2 also applies

ROAD MANAGEMENT ACT 2004			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s.42(2)	power to amend or revoke declaration by notice published in Government Gazette	General Manager Built & Natural Environment Manager Built Environment	power of coordinating road authority and schedule 2 also applies
s.42A(3)	duty to consult with VicRoads before road is specified	General Manager Built & Natural Environment Manager Built Environment	duty of coordinating road authority if road is a municipal road or part thereof
s.42A(4)	Power to approve Minister's decision to specify a road as a specified freight road	General Manager Built & Natural Environment Manager Built Environment	where council is the coordinating road authority if road is a municipal road of part thereof and where road is to be specified a freight road
s.48EA	duty to notify the owner or occupier of land and provider of public transport on which rail infrastructure or rolling stock is located (and any relevant provider of public transport)	General Manager Built & Natural Environment Manager Built Environment	Duty of responsible road authority, infrastructure manager or works manager
s.48M(3)	function of consulting with the Secretary for purposes of developing guidelines under section 48M	General Manager Built & Natural Environment Manager Built Environment	
s.48N	duty to notify the Secretary of the location of the bus stopping point and the action taken by council	General Manager Built & Natural Environment Manager Built Environment	
s.49	power to develop and publish a road management plan	General Manager Built & Natural Environment Manager Built Environment	

ROAD MANAGEMENT ACT 2004			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s.51	power to determine standards by incorporating the standards in a road management plan	General Manager Built & Natural Environment Manager Built Environment	
s.53(2)	power to cause notice to be published in Government Gazette of amendment etc of document in road management plan	General Manager Built & Natural Environment Manager Built Environment Coordinator Built Environment Planning	Report to Council
s.54(2)	duty to give notice of proposal to make a road management plan	General Manager Built & Natural Environment Manager Built Environment Coordinator Built Environment Planning	
s.54(5)	duty to conduct a review of road management plan at prescribed intervals	General Manager Built & Natural Environment Manager Built Environment Coordinator Built Environment Planning	
s.54(6)	power to amend road management plan	General Manager Built & Natural Environment Manager Built Environment Coordinator Built Environment Planning	
s.54(7)	duty to incorporate the amendments into the road management plan	General Manager Built & Natural Environment Manager Built Environment Coordinator Built Environment Planning	
s.55(1)	duty to cause notice of road management plan to be published in Government Gazette and newspaper	General Manager Built & Natural Environment Manager Built Environment Coordinator Built Environment Planning	
s.63(1)	power to consent to conduct of works on road	General Manager Built & Natural Environment	where council is the coordinating road authority

ROAD MANAGEMENT ACT 2004

Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
		Manager Built Environment Coordinator Built Environment Planning	
s.63(2)(e)	power to conduct or to authorise the conduct of works in, on, under or over a road in an emergency	General Manager Built & Natural Environment Manager Built Environment	where council is the infrastructure manager
s.64(1)	duty to comply with clause 13 of Schedule 7	General Manager Built & Natural Environment Manager Built Environment	duty of infrastructure manager or works manager
s.66(1)	power to consent to structure etc Placing of specified things on roads or road infrastructure	General Manager Development Manager Municipal Services Coordinator Local Laws	where council is the coordinating road authority
s.67(2)	function of receiving the name & address of the person responsible for distributing the sign or bill	General Manager Development Manager Municipal Services Coordinator Local Laws	where council is the coordinating road authority
s.67(3)	power to request information Disclosure of distributor's name	General Manager Development Manager Municipal Services Coordinator Local Laws	where council is the coordinating road authority
s.68(2)	power to request information Depositors name disclosed by Distributor	General Manager Built & Natural Environment Manager Built Environment Coordinator Built Environment Planning	where council is the coordinating road authority
s.71(3)	power to appoint an authorised officer	Not delegated	
s.72	duty to issue an identity card to each authorised officer	Chief Executive Officer	
s.85	function of receiving report from authorised officer	General Manager Built & Natural Environment	

ROAD MANAGEMENT ACT 2004

Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
		Manager Built Environment Coordinator Built Environment Planning	
s.86	duty to keep register re section 85 matters	Not delegated	
s.87(1)	function of receiving complaints	General Manager Built & Natural Environment Manager Built Environment Coordinator Built Environment Planning	
s.87(2)	duty to investigate complaint and provide report	Not delegated	
s.112(2)	power to recover damages in court	General Manager Built & Natural Environment Manager Built Environment	
s.116	power to cause or carry out inspection	General Manager Built & Natural Environment Manager Built Environment Coordinator Built Environment Planning Road Construction & Maintenance Asset Inspector Coordinator Risk Management	
s.119(2)	function of consulting with VicRoads		
s.120(1)	Power to exercise road management functions on an arterial road (with the consent of VicRoads)	Manager Built Environment Manager Assets & Projects Manager Natural Environment & Parks	

ROAD MANAGEMENT ACT 2004			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s.120(2)	duty to seek consent of VicRoads to exercise road management functions before exercising power in section 120(1)	Coordinator Built Environment Planning Coordinator Infrastructure Development	
s121(1)	power to enter into an agreement in respect of works	General Manager Built & Natural Environment Manager Built Environment Manager Assets & Projects	
s.122(1)	power to charge and recover fees	Not delegated	
s.123(1)	power to charge for any service	Not delegated	
Schedule 2 Clause 2(1)	power to make a decision in respect of controlled access roads	Not delegated	
Schedule 2 Clause 3(1)	duty to make policy about controlled access roads	Not delegated	
Schedule 2 Clause 3(2)	power to amend, revoke or substitute policy about controlled access roads	Not delegated	
Schedule 2 Clause 4	function of receiving details of proposal from VicRoads	Not delegated	
Schedule 2 Clause 5	duty to publish notice of declaration	Not delegated	

ROAD MANAGEMENT ACT 2004

Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
Schedule 7, Clause 7(1)	duty to give notice to relevant coordinating road authority of proposed installation of non-road infrastructure or related works on a road reserve	General Manager Built & Natural Environment Manager Built Environment	duty of infrastructure manager or works manager
Schedule 7, Clause 8(1)	duty to give notice to any other infrastructure manager or works manager responsible for any non-road infrastructure in the area, that could be affected by any proposed installation of infrastructure or related works on a road or road reserve of any road	General Manager Built & Natural Environment Manager Built Environment Coordinator Built Environment Planning	duty of infrastructure manager or works manager
Schedule 7, Clause 9(1)	duty to comply with request for information from a coordinating road authority, an infrastructure manager or a works manager responsible for existing or proposed infrastructure in relation to the location of any non-road infrastructure and technical advice or assistance in conduct of works	General Manager Built & Natural Environment Manager Built Environment Coordinator Built Environment Planning	duty of infrastructure manager or works manager responsible for non-road infrastructure
Schedule 7, Clause 9(2)	duty to give information to another infrastructure manager or works manager where becomes aware any infrastructure or works are not in the location shown on records, appear to be in an unsafe condition or appear to need maintenance	General Manager Built & Natural Environment Manager Built Environment Coordinator Built Environment Planning	duty of infrastructure manager or works manager
Schedule 7, Clause 10(2)	where Schedule 7 Clause 10(1) applies, duty to, where possible, conduct appropriate consultation with persons likely to be significantly affected	General Manager Built & Natural Environment Manager Built Environment Coordinator Built Environment Planning	duty of infrastructure manager or works manager

ROAD MANAGEMENT ACT 2004

Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
Schedule 7 Clause 12(2)	power to direct infrastructure manager or works manager to conduct reinstatement works	General Manager Built & Natural Environment Manager Built Environment/ Coordinator Built Environment Planning	power of coordinating road authority
Schedule 7 Clause 12(3)	power to take measures to ensure reinstatement works are completed	General Manager Built & Natural Environment Manager Built Environment/ Coordinator Built Environment Planning	power of coordinating road authority
Schedule 7 Clause 12(4)	duty to ensure that works are conducted by an appropriately qualified person	General Manager Built & Natural Environment Manager Built Environment Coordinator Built Environment Planning	power of coordinating road authority
Schedule 7 Clause 12(5)	power to recover costs	General Manager Built & Natural Environment Manager Built Environment Coordinator Built Environment Planning	power of coordinating road authority
Schedule 7, Clause 13(1)	duty to notify relevant coordinating road authority within 7 days that works have been completed, subject to Schedule 7, Clause 13(2)	General Manager Built & Natural Environment Manager Built Environment Coordinator Built Environment Planning	duty of works manager
Schedule 7 Clause 13(2)	power to vary notice period	General Manager Built & Natural Environment Manager Built Environment Coordinator Built Environment Planning	power of coordinating road authority
Schedule 7, Clause 13(3)	duty to ensure works manager has complied with obligation to give notice under Schedule 7, Clause 13(1)	General Manager Built & Natural Environment Manager Built Environment Coordinator Built Environment Planning	duty of infrastructure manager

ROAD MANAGEMENT ACT 2004			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
Schedule 7 Clause 16(1)	power to consent to proposed works	General Manager Built & Natural Environment Manager Built Environment Coordinator Built Environment Planning	power of coordinating road authority
Schedule 7 Clause 16(4)	duty to consult	General Manager Built & Natural Environment Manager Built Environment Coordinator Built Environment Planning	where council is the coordinating road authority, responsible authority or infrastructure manager
Schedule 7 Clause 16(5)	power to consent to proposed works	General Manager Built & Natural Environment Manager Built Environment Coordinator Built Environment Planning	where council is the coordinating road authority
Schedule 7 Clause 16(6)	power to set reasonable conditions on consent	General Manager Built & Natural Environment Manager Built Environment Coordinator Built Environment Planning	where council is the coordinating road authority
Schedule 7 Clause 16(8)	power to include consents and conditions	General Manager Built & Natural Environment Manager Built Environment Coordinator Built Environment Planning	where council is the coordinating road authority
Schedule 7 Clause 17(2)	power to refuse to give consent and duty to give reasons for refusal	General Manager Built & Natural Environment Manager Built Environment Coordinator Built Environment Planning	where council is the coordinating road authority
Schedule 7 Clause 18(1)	power to enter into an agreement	General Manager Built & Natural Environment Manager Built Environment Coordinator Built Environment Planning	where council is the coordinating road authority

ROAD MANAGEMENT ACT 2004			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
Schedule 7 Clause 19(1)	power to give notice requiring rectification of works	General Manager Built & Natural Environment Manager Built Environment Coordinator Built Environment Planning	where council is the coordinating road authority
Schedule 7 Clause 19(2) &(3)	power to conduct rectification works or engage a person to conduct rectification works and power to recover costs incurred	General Manager Built & Natural Environment Manager Built Environment	where council is the coordinating road authority
Schedule 7 Clause 20(1)	power to require removal, relocation, replacement or upgrade of existing non-road infrastructure	General Manager Built & Natural Environment Manager Built Environment Coordinator Built Environment Planning	where council is the coordinating road authority
Schedule 7A Clause 2	power to cause street lights to be installed on roads	General Manager Built & Natural Environment Manager Assets & Projects Coordinator Infrastructure Development	power of responsible road authority where it is the coordinating road authority or responsible road authority in respect of the road
Schedule 7A Clause 3(1)(d)	duty to pay installation and operation costs of street lighting - where road is not an arterial road	General Manager Built & Natural Environment Manager Assets & Projects Coordinator Infrastructure Development	where council is the responsible road authority for the road
Schedule 7A Clause 3(1)(e)	duty to pay installation and operation costs of street lighting – where road is a service road on an arterial road and adjacent areas	General Manager Built & Natural Environment Manager Assets & Projects Coordinator Infrastructure Development	where council is the responsible road authority

ROAD MANAGEMENT ACT 2004

Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
Schedule 7A Clause (3)(1)(f),	duty to pay installation and percentage of operation costs of street lighting – for arterial roads in accordance with clauses 3(2) and 4	General Manager Built & Natural Environment Manager Assets & Projects Coordinator Infrastructure Development	where council is responsible road authority that installed the light (re: installation costs) and where council is relevant municipal council (re: operating costs)

ROAD MANAGEMENT (GENERAL) REGULATIONS 2005 (Note: these regulations are due to expire on 20 March 2016)			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
r.301(1)	duty to conduct reviews of road management plan	General Manager Built & Natural Environment Manager Built Environment	
r.302(2)	duty to give notice of review of road management plan	General Manager Built & Natural Environment Manager Built Environment	
r.302(5)	duty to produce written report of review of road management plan and make report available	General Manager Built & Natural Environment Manager Built Environment	
r.303	duty to give notice of amendment which relates to standard of construction, inspection, maintenance or repair under section 41 of the Act	General Manager Built & Natural Environment Manager Built Environment	
r.306(2)	duty to record on road management plan the substance and date of effect of amendment	General Manager Built & Natural Environment Manager Built Environment Coordinator Built Environment Planning	
r.501(1)	power to issue permit	General Manager Built & Natural Environment Manager Built Environment Coordinator Built Environment Planning	where council is the coordinating road authority
r.501(4)	power to charge fee for issuing permit under regulation.501(1)	General Manager Built & Natural Environment Manager Built Environment Coordinator Built Environment Planning	where council is the coordinating road authority

ROAD MANAGEMENT (GENERAL) REGULATIONS 2005 (Note: these regulations are due to expire on 20 March 2016)

Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
r.503(1)	power to give written consent to person to drive on road a vehicle which is likely to cause damage to road	General Manager Built & Natural Environment Manager Built Environment Coordinator Built Environment Planning	where council is the coordinating road authority
r.508(3)	power to make submission to Tribunal	General Manager Built & Natural Environment Manager Built Environment Manager Assets & Projects	where council is the coordinating road authority
r.509(1)	power to remove objects, refuse, rubbish or other material deposited or left on road	General Manager Built & Natural Environment Manager Built Environment Coordinator Built Environment Planning	where council is the coordinating road authority
r.509(2)	power to sell or destroy things removed from road or part of road (after first complying with regulation.509(3))	General Manager Built & Natural Environment Manager Built Environment	where council is the coordinating road authority
r.509(4)	power to recover in the Magistrates' Court, expenses from person responsible	General Manager Built & Natural Environment Manager Built Environment	

ROAD MANAGEMENT (WORKS AND INFRASTRUCTURE) REGULATIONS 2005 (Note: these regulations are due to expire on 21 June 2015)

Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
r.10 To be deleted	power, where consent given under s.63(1) of the Act, to exempt a person from requirement under clause 13(1) of Schedule 7 to that Act to give notice as to the completion of those work	General Manager Built & Natural Environment Manager Built Environment	where council is the coordinating road authority and where consent given under section 63(1) of the Act
r.18(2) To be deleted	power to waive whole or part of fee in certain circumstances	General Manager Built & Natural Environment Manager Built Environment	where council is the coordinating road authority

ROAD MANAGEMENT (WORKS AND INFRASTRUCTURE) REGULATIONS 2015 (New)

r.10	power to exempt a person from requirement under clause 13(1) of Schedule 7 to the Act to give notice as to the completion of those works	General Manager Built & Natural Environment	where council is the coordinating road authority and where consent given under section 63(1) of the Act
r.22(2)	power to waive whole or part of fee in certain circumstances	General Manager Built & Natural Environment Manager Built Environment	where council is the coordinating road authority



C3 - REPORT

GENERAL MANAGER DEVELOPMENT



C4 - REPORT

GENERAL MANAGER BUILT AND NATURAL ENVIRONMENT



C5 - REPORT

GENERAL MANAGER COMMUNITY AND CULTURE

ITEM C5.1**COMMUNITY ASSISTANCE GRANTS – EVENTS, PROJECTS AND FACILITIES AUGUST 2015**

DIVISION: COMMUNITY AND CULTURE
 ACTION OFFICER: MANAGER HEALTHY LIFESTYLES
 DATE: 20 OCTOBER 2015

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

OBJECTIVE

That Council adopt the recommendations to allocate Community Assistance Grants – Events, Projects and Facilities August 2015 funds as detailed in Attachment A and applicants notified of the outcome of their applications.

RECOMMENDATION

That Council adopt the recommendations to allocate Community Assistance Grants – Events, Projects and Facilities August 2015 funds as detailed in Attachment A and applicants notified of the outcome of their applications.

BACKGROUND

The Community Assistance Grants Scheme encourages the development of initiatives in the community in line with Council's vision, Wellington 2030, and the Council Plan. It aims to build on community capacity, encourage participation in cultural development and support community initiatives that promote participation and working together to maintain our community assets.

Not for profit community groups operating in the Wellington Shire can apply for a Community Assistance Grant of over \$2,000 to \$5,000. There are three funding categories (Events, Projects and Facilities).

Applications received that successfully meet the criteria are eligible to be prioritised for funding.

There are two funding rounds for Projects and Events with remaining funds to be expended in the March 2016 funding round. There is an annual funding round for Facilities.

The following applications were received for the August 2015 funding round (Attachment B):

- 22 Event applications received totalling \$98,691.00
- 14 Project applications received totalling \$62,456.85
- 24 Facilities applications received totalling \$102,991.54

Applications are assessed by the Community Assistance Grants Panel (Panel), which is comprised of staff at a management level. The applications are initially assessed against the guidelines and then prioritised using the assessment criteria.

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 provides advice and recommendations to Council based on the assessment criteria and funding guidelines.

OPTIONS

Council has the following options:

1. Adopt the recommendations to allocate Community Assistance Grants – Events, Projects and Facilities August 2015 funds as detailed in Attachment A and applicants notified of the outcome of their applications; or
2. Seek further information for consideration at a future meeting of Council.

PROPOSAL

That Council adopt the recommendations to allocate Community Assistance Grants – Events, Projects and Facilities August 2015 funds as detailed in Attachment A and applicants notified of the outcome of their applications.

CONFLICT OF INTEREST

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

FINANCIAL IMPACT

These events will be funded through the Community Assistance Grant Scheme within the Healthy Lifestyles budget. The total available budget for the 2015/16 Community Assistance Grant Scheme is \$255,000 and \$173,749.25 will be expended for the August 2015 funding round.

The following applications are recommended for the August 2015 funding round (Attachment A):

- 18 Event applications received totalling \$73,483.90
- 9 Project applications received totalling \$37,456.85
- 15 Facilities applications received totalling \$62,808.50

The following facilities applications will be funded by Built and Natural Environment through facilities audit process:

Organisation	Title	Project Description
Kath Foley Children's Centre & Kindergarten	Paintwork refurbishment	The paintwork across the centre is beginning to show signs of wear and this project will enable the paintwork to be refurbished.
Heyfield Community Resource Centre	Split System Air conditioner	Purchase and install a new split system air conditioner.
Rosedale Community Sporting Complex*	Restoration of floor	Restore floor and update court line markings.

**Contribution from Council will be supported by a contribution from the State Governments Department of Education and Training.*

COMMUNICATION IMPACT

The funding of these events and projects will facilitate 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 POLICY IMPACT

This process is in accordance with Council's Events Policy no. 5.1.4 and Community Assistance Grants Strategy adopted on 21 June 2011.

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 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, and be a part of. 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 OHS and best practice safety standards. It is the responsibility of the applicants to ensure that their project complies with all current rules and regulations.

RECOMMENDED APPLICATIONS FOR CAG AUGUST 2015 FUNDING ROUND - FACILITIES
ATTACHMENT A

	Organisation	Title	Project Description	Amount
1	Valencia Soldiers Memorial Hall Committee of Management	Resurface concrete floor at south end of hall	Grinding and sealing the old, unsightly concrete floor will complete the upgrade of the floors in the hall, improving safety, hygiene and appearance.	\$2,950.00
2	Gippsland Woodcraft Group Inc, Nambrok	Car Park Upgrade	To place a layer of crushed rock on the car parking areas so it provides safe, stable and dry access for all abilities.	\$3,291.00
3	Segue Community Hub & Arts Café	Café Upgrade	Upgrade café preparation area and workspace for volunteer staff. Upgrade servery to improve access for customers and to improve appearance of cafe. Replace existing lighting with LED.	\$2,453.00
4	Glenmaggie Mechanics' Institute	Glenmaggie Hall Doors & Floor Stumps	Replace front and side period style doors, and jack and repack floor stumps where necessary.	\$5,000.00
5	Golden Beach Community and Open Garden (Golden Paradise Beach Ratepayers and Residents Association)	Stage 1 Relocation of the Community Nursery and Open Garden	Relocate the Community Nursery and Open Garden to enable development of social recreation Public Open Space. The project involves fencing being erected to create a new secure area to house the community garden plots and relocated nursery.	\$4,000.00
6	Longford Tennis Club	Community Hall Extension	Extend existing community hall for use by Stradbroke Cricket Club and Longford Tennis Club. A larger facility will also provide extra meeting space for all community user groups.	\$5,000.00
7	Bundalaguah Hall Committee	Bundy Hall Floor Resurfacing	The main floor of the hall badly needs sanding and re-varnishing.	\$5,000.00
8	Boisdale Briagolong Football Netball Club	Canteen & Kitchen Joinery	Upgrade cupboards and benches in the canteen, and doors in the club room kitchen to meet food, health and safety standards.	\$2,850.00
9	Boisdale Briagolong Cricket Club	Practice wickets	Supply and fit lighting and power supply to new cricket training facility.	\$5,000.00
10	Woodside Beach Surf Life Saving Club Inc	Veranda refurbishment and expansion of service offering to the community	Replace existing veranda with an appropriate structure to provide more adequate shade.	\$5,000.00
11	Upper Maffra Mechanics Institute (Newry Hall)	Repair and resurface floorboards	Repair and resurface floorboards.	\$5,000.00
12	Dargo Public Hall & Recreation Reserve Committee Inc	Reverse Cycle Air Conditioning and Blinds	Supply and install two reverse cycle air conditioners in Main Hall and Holland blinds for all windows to make heating/cooling more efficient.	\$5,000.00
13	Airly Clydebank Hall	Carpark Restoration	Airly Clydebank community and friends have been sourcing landfill to build the ground up to restore the carpark to its original state. Finishing material is required to surface the area.	\$4,840.00
14	Loch Sport Public Hall Committee of Management	Curtains for Loch Sport Public Hall	Install new curtains in the Loch Sport Public Hall, current curtains are 21 years old and extremely worn and tattered.	\$3,427.00
15	Sale Croquet Club Inc	Watering System Club Lawns	Replace old outdated and unworkable lawn watering system to ease workload of volunteers.	\$3,997.50
TOTAL AMOUNT RECOMMENDED				\$62,808.50

RECOMMENDED APPLICATIONS FOR CAG AUGUST 2015 FUNDING ROUND - PROJECTS

	Organisation	Title	Project Description	Amount
1	Heyfield Community Resource Centre	Heyfield's Quirky Signage	Heyfield's Quirky Signage project comes out of the Jooshing Up Heyfield. Produce 50 signs that will promote many aspects of Heyfield in a colourful way.	\$5,000.00
2	Sale Historical Society	Sale Historical Museum Catalogue	Establish a computer based catalogue of Sale Historical Society's collection.	\$3,636.50
3	Heyfield Wetlands Inc	South Alps Discovery Centre Stage 1	Design two large panels containing tourist information to be attached to the outside of the building regarding what to see and where to go. These will be useful for tourists when the Information Centre is closed.	\$5,000.00
4	Wellington Community Garden (Sale Central Rotary Club)	Wellington Community Garden	Raised planter beds with all access walkways. Fruit orchard, herb gardens and waste management.	\$5,000.00
5	Heyfield & District Playgroup (Heyfield Lions Club)	Heyfield & District Playgroup resource and storage community project	Solve storage issues and provide engaging age appropriate developmental resources. Modular furniture will be sourced to make the playgroup environment more visually exciting and comfortable whilst functioning as a storage solution.	\$5,000.00
6	Sale RSL & Community Sub Branch Inc	Sale RSL & Community Club Public Address System Project	The purchase of a portable electronic public address system capable of properly servicing the community at commemorative services delivered by the Sale RSL, e.g. ANZAC Day.	\$4,413.85
7	Yarram Combined Churches Committee (Anglican Parish of Yarram)	Yarram Churches & Service Clubs Christmas Hamper 2015 Appeal	To provide Christmas hampers to needy families in Yarram and district, and a Christmas Day lunch for people who would otherwise be on their own.	\$3,000.00
8	Lake Glenmaggie Community Representative Group Inc	Community defibrillator for township of Coongulla	To provide a defibrillator for the remote township of Coongulla for community use. This will be registered with 000 services and may save lives.	\$3,481.50
9	Loch Sport Community House Inc	Techno Hub Stage 2	To purchase a stand for our electronic white board, a PA System, music stands and 4 laptops.	\$2,925.00
TOTAL AMOUNT RECOMMENDED				\$37,456.85

RECOMMENDED APPLICATIONS FOR CAG AUGUST 2015 FUNDING ROUND – EVENTS

	Organisation	Title	Event Description	Amount
1	Loch Sport Community House Inc	Loch Sport New Year's Eve Fireworks	This free event comprises two fireworks displays at 9.30 pm and midnight and can be observed from vantage points along the Victoria Lake foreshore.	\$4,500.00
2	Stratford on Avon Shakespeare Association	Shakespeare on the River Festival	The annual festival has a central focus on all things Shakespeare. Performing a community play with local actors, attracting theatre companies to perform, Faire Day, Medieval Banquet and ancillary events including art and short story competitions.	\$4,500.00
3	The Sale Music Festival - Picnic on the Green (Rotary Club of Sale Central)	The Sale Music Festival - Picnic on the Green	Free community event in the picturesque Sale Botanic Gardens featuring continuous local music and musical activities for children.	\$4,500.00
4	Sale Baptist Church	Free Community Fun Day	A free community event hosted at the Sale Baptist Church, which includes all activities, rides and refreshments.	\$4,500.00
5	Golden Paradise Beach Ratepayers and Residents Association	End of Summer Surf Festival	End of Summer Surf Festival is packed with lots of activities over the long weekend and is suitable for all ages.	\$3,600.00
6	Glenmaggie & District Boat Club	Glenmaggie Cup Powerboat Race Event	Glenmaggie & District Boat Club has hosted the Glenmaggie Cup annually for the last 34 years on Lake Glenmaggie. It is a community family friendly event.	\$4,500.00
7	Sale Swimming Club	Gippsland Swimming Inc Championships 2016	Premier swimming event for the Gippsland community, comprising clubs and swimmers from Mallacoota and Lakes Entrance in the east to Warragul in the West and Wonthaggi in the South.	\$4,500.00
8	Woodside & District Football Netball Club	Family Fun Day	A free family fun day, activities include a petting zoo, jumping castle, face painting, kid's arts and craft, colouring competition, raffles, spinning wheel, variety market, live music and entertainment, BBQ, football and netball matches as well as a hot rod show and shine.	\$2,250.00
9	Longford Family Fun Day Subcommittee (Longford Recreation Reserve)	Good Friday Family Fun Day	A community family fun day involving different community groups and raising money for the Good Friday Appeal.	\$3,485.70
10	Maffra Community House	Maffra Community House Family Day	A free family fun day at Victoria Park Maffra, including entertainment, free sausage sizzle, face painting, live music, followed by a movie in the park.	\$4,500.00
11	Balook & District Residents Association	Rainforest Rhythms	A musical event held at Tarra Bulga National Park.	\$4,500.00
12	Heyfield & District Vintage Machinery Group Inc	Heyfield Vintage Rally	Working machinery, restored to its former glory. Celebrating 'Preserving Australian Heritage'.	\$4,500.00
13	Port Albert Progress Association Inc	Port Albert Australia Day - Picnic in the Park	The Port Albert Australia Day is a celebration of being Australian.	\$2,500.00

14	Seaspray Centenary Committee (Seaspray Ratepayers Association)	Seaspray Centenary Celebrations	Celebrations marking the centenary of the first land sales in Seaspray township include a memorabilia display, street parade, market and old fashioned sports.	\$3,598.20
15	Gormandale Community House & Learning Centre	Gormandale Fun Day & Quilt Show	Promotion of Gormandale township quilt show runs over 2 days and includes kid's activities and a free sausage sizzle.	\$4,050.00
16	Port Albert Progress Association Inc	Port Albert's 175th Commemoration Family Fun Day	A family fun day in commemoration of Port Albert's 175th Anniversary.	\$4,500.00
17	DWWWW Football Netball Club Inc	New Year's Eve Family Fireworks Night	Community New Year's Eve Family Fireworks event.	\$4,500.00
18	City of Sale Eisteddfod Inc	City of Sale Eisteddfod	The Eisteddfod provides the opportunity for performers of all ages to perform on stage to showcase their talents in the arts.	\$4,500.00
TOTAL AMOUNT RECOMMENDED				\$73,483.90

ALL APPLICATIONS RECEIVED FOR CAG AUGUST 2015 FUNDING ROUND
ATTACHMENT B

	Organisation	Title	Project Description	Amount	Category
1	Airly Clydebank Hall	Carpark Restoration	Airly Clydebank community and friends have been sourcing landfill to build the ground up to restore the carpark to its original state. Finishing material is required to surface the area.	\$4,840.00	Facilities
2	Balook & District Residents Association	Rainforest Rhythms	A musical event held at Tarra Bulga National Park.	\$5,000.00	Event
3	Barrier Breakers Inc	Sale Unit Development	The Wellington Chapter of Barrier Breakers is developing special units of supported accommodation in Sale for people with desperate housing needs.	\$5,000.00	Project
4	Boisdale Briagolong Cricket Club	Practice wickets	Supply and fit lighting and power supply to new cricket training facility.	\$5,000.00	Facilities
5	Boisdale Briagolong Football Netball Club	Canteen & Kitchen Joinery	The project will upgrade the existing cupboards and benches in the canteen, and doors in the club room kitchen so that they meet food, health and safety standards.	\$2,850.00	Facilities
6	Bundalaguah Hall Committee	Bundy Hall Floor Resurfacing	The main floor of the hall badly needs sanding and re-varnishing.	\$5,000.00	Facilities
7	City of Sale Eisteddfod Inc	City of Sale Eisteddfod	The Eisteddfod provides the opportunity for performers of all ages to perform on stage to showcase their talents in the arts.	\$5,000.00	Event
8	Dargo Public Hall & Recreation Reserve Committee Inc	Reverse Cycle Air Conditioning and Blinds	Supply and installation of two reverse cycle air conditioners in Main Hall and holland blinds for all windows to make heating/cooling more efficient.	\$5,000.00	Facilities
9	DWWWW Football Netball Club Inc	New Years Eve Family Fireworks Night	Community New Years Eve Family Firework's event.	\$5,000.00	Event
10	Gippsland Woodcraft Group Inc, Nambrok	Car Park Upgrade	To place a layer of crushed rock on our car parking areas so it provides safe, stable and dry access for all abilities.	\$3,291.00	Facilities
11	Glenmaggie & District Boat Club	Glenmaggie Cup Powerboat Race Event	Glenmaggie & District Boat Club has hosted the Glenmaggie Cup annually for the last 34 years on Lake Glenmaggie. It is a community family friendly event.	\$5,000.00	Event
12	Glenmaggie Mechanics' Institute	2016 Glenmaggie Blues and Roots Festival	Blues and Roots music by the Lake, an awesome line-up of international I artist creating an annual following, with the best views ever. An all ages event.	\$5,000.00	Event
13	Glenmaggie Mechanics' Institute	Glenmaggie Hall Doors & Floor Stumps	Replacement of front and side period style doors, and jack and repack floor stumps where necessary	\$5,000.00	Facilities

	Organisation	Title	Project Description	Amount	Category
14	Golden Beach Community and Open Garden	Stage 1 Relocation of the Community Nursery and Open Garden	The relocation of the Community Nursery and Open Garden to enable development of social recreation Public Open Space. The project involves fencing being erected to create a new secure area to house the community garden plots and relocated nursery.	\$4,000.00	Facilities
15	Golden Paradise Beach Ratepayers and Residents Association	End of Summer Surf Festival	Our festival involves lots of activities over the long weekend that suit all ages and we encourage local residents and holiday makers alike to participate.	\$4,000.00	Event
16	Gormandale Community House & Learning Centre	Gormandale Fun Day & Quilt Show	Promotion of Gormandale township quilt show runs over 2 days. Kids activities on Saturday 10 - 2 pm. Free sausage sizzle for kids.	\$4,500.00	Event
17	Heyfield & District Playgroup	Heyfield & District Playgroup resource and storage community project	This project will solve storage issues and provide engaging age appropriate developmental resources. Modular furniture will be sourced to make the playgroup environment more visually exciting and comfortable whilst functioning as a storage solution.	\$5,000.00	Project
18	Heyfield & District Vintage Machinery Group Inc	Heyfield Vintage Rally	History - working machinery, restored to its former glory. Celebrating 'Preserving Australian Heritage'.	\$5,000.00	Event
19	Heyfield Community Resource Centre	Heyfield's Quirky Signage	Heyfield's Quirky Signage project comes out of the Jooshing Up Heyfield project. We plan to produce around 50 signs that will promote many aspects of Heyfield in a colourful way.	\$5,000.00	Project
20	Heyfield Community Resource Centre	Split System Air conditioner	Purchase and install a new split system air conditioner.	\$2,029.00	Facilities
21	Heyfield Tennis Club Inc	Childproof perimeter fence	Construct childproof fencing and gates for the safety and wellbeing of children.	\$4,550.00	Facilities
22	Heyfield War Memorial Hall Committee	Australia Day Dance and 60 years since the grand opening	The 9th annual Australia Day dance celebration incorporating the 60th year since the Heyfield War Memorial Hall was opened with a Grand Ball.	\$2,200.00	Event
23	Heyfield Wetlands Inc	South Alps Discovery Centre Stage 1	Develop tourist information/content and design for two large panels to be attached to the outside of the building regarding what to see and where to go. These would be useful for tourist when the Information Centre is closed.	\$5,000.00	Project
24	Kath Foley Children's Centre & Kindergarten	Paintwork refurbishment	The paintwork across the centre is beginning to show signs of wear and this project will enable the paintwork to be refurbished.	\$5,000.00	Facilities
25	Lake Glenmaggie Community Representative Group Inc	Community defibrillator for township of Coongulla	To provide a defibrillator for the remote township of Coongulla for all community accessibility. This will be registered with 000 services and may save lives.	\$3,481.50	Project

	Organisation	Title	Project Description	Amount	Category
26	Life Education Gippsland	Delivery of Life Education Gippsland Mobile Learning Centre to Primary Schools across Wellington Shire	The Mobile Learning Centre needs to be towed to Primary Schools across Wellington Shire. This project will assist in financing that outcome.	\$5,000.00	Project
27	Loch Sport Community House Inc	Loch Sport New Year's Eve Fireworks	This free event comprises two fireworks displays at 9.30 pm and midnight and can be observed from vantage points along the Victorian Lack foreshore.	\$5,000.00	Event
28	Loch Sport Community House Inc	Techno Hub Stage 2	To purchase a stand for our electronic white board, a PA System, music stands and 4 laptops.	\$2,925.00	Project
29	Loch Sport Public Hall Committee of Management	Curtains for Loch Sport Public Hall	Install new curtains in the Loch Sport Public Hall, current curtains are 21 years old and extremely worn and tattered.	\$3,427.00	Facilities
30	Longford Family Fun Day Subcommittee	Good Friday Family Fun Day	A community family fun day involving different community groups and raising money for the Good Friday Appeal.	\$3,873.00	Event
31	Longford Tennis Club	Community Hall Extension	Extend existing community hall so that Stradbroke Cricket Club and Longford Tennis Club have their own identity and clubrooms. A larger facility will also act as an extra meeting room for all community user groups.	\$5,000.00	Facilities
32	Maffra Community House	Maffra Community House Family Day	A family fun day of free entertainment at Victoria Park in Maffra with free sausage sizzle, face painting, live music, followed by a movie in the park.	\$5,000.00	Event
33	Maffra Community House	Print, Fold, Staple, Repeat 10,000 times	To increase awareness of our program we do a letter box distribution of our course brochure. We currently print, fold and staple 10,000 copies of our brochure per year. We need a new copier to automatically collate each publication.	\$5,000.00	Project
34	Port Albert Mechanics Institute	Stained Glass Projects	To install a beautiful stained glass panel in the Port Albert Hall in commemoration of Port Albert's 175th year.	\$5,000.00	Facilities
35	Port Albert Progress Association Inc	Port Albert Australia Day - Picnic in the Park	The Port Albert Australia Day is a celebration of being Australian.	\$5,000.00	Event
36	Port Albert Progress Association Inc	Port Albert's 175th Commemoration Family Fun Day	A family fun day in commemoration of Port Albert's 175th Anniversary.	\$5,000.00	Event
37	Princes Highway Reserve Committee Inc (Rosedale)	Safe and secure storage	To provide ten lockable cupboards within the building for users of the facility to safely store their equipment.	\$4,146.54	Facilities
38	Regional Centre of Expertise in Education for Sustainable Development	Sustainable School Expo 2016	This community event celebrates the sustainability achievements of schools across the Gippsland region. The day will bring the community together through the	\$5,000.00	Event

	Organisation	Title	Project Description	Amount	Category
			provision of professional development for teachers in education for sustainability using community and professional experts and peers. Children will participate in hands-on activities that enrich their sustainability knowledge and understanding. Schools will showcase their sustainability initiatives through stall exhibitions		
39	Rosedale Community Sporting Complex	Restoration of floor	Restore floor and update court line markings.	\$5,000.00	Facilities
40	Sale Baptist Church	Free Community Fun Day	A free event hosted at the Sale Baptist Church, where all activities, rides and refreshments are made available free of charge to the community.	\$5,000.00	Event
41	Sale Croquet Club Inc	Watering System Club Lawns	Replace old outdated and unworkable lawn watering system to ease workload of volunteers.	\$4,140.00	Facilities
42	Sale Historical Society	Sale Historical Museum Catalogue	Establish a computer based catalogue of Sale Historical Society's collection.	\$3,636.50	Project
43	Sale RSL & Community Sub Branch Inc	Sale RSL & Community Club Public Address System Project	The purchase of a portable electronic public address system capable of properly servicing the community at commemorative services delivered by the Sale RSL, eg ANZAC Day.	\$4,413.85	Project
44	Sale Swimming Club	Gippsland Swimming Inc Championships 2016	This event is the premier swimming event for the Gippsland community, comprising clubs and swimmers from Mallacoota and Lakes Entrance in the east to Warragul in the West and Wonthaggi in the South.	\$5,000.00	Event
45	Seaspray Centenary Committee	Seaspray Centenary Celebrations	Celebrations marking the centenary of the first land sales in Seaspray township include a memorabilia display, street parade, market and old fashioned sports.	\$3,998.00	Event
46	Seaspray Reserve Committee of Management	Historical signage around Seaspray	Three historical signs to be placed around Seaspray to create a historical walk.	\$5,000.00	Project
47	Segue Community Hub & Arts Café	Café Upgrade	Upgrade café preparation area and workspace for volunteer staff. Upgrade servery to improve access for customers and to improve appearance of cafe. Replace existing lighting with LED.	\$2,453.00	Facilities
48	Stratford on Avon Shakespeare Association	Shakespeare on the River Festival	The annual festival has a central focus on all things Shakespeare. Performing a community play with local actors, attracting theatre companies to perform, Faire Day, Medieval Banquet and ancillary events including art and short story competitions.	\$5,000.00	Event

	Organisation	Title	Project Description	Amount	Category
49	Stratford Scout Group	Hall restoration and upgrade	Replacement of hall roof and guttering with is rusting out.	\$5,000.00	Facilities
50	The Sale Music Festival - Picnic on the Green	The Sale Music Festival - Picnic on the Green	Sale Music Festival - Picnic on the Green. Free community event in the picturesque Sale Botanic Gardens featuring continuous local music and musical activities for children.	\$5,000.00	Event
51	Upper Maffra Mechanics Institute (Newry Hall)	Repair and resurface floorboards	Repair and resurface floorboards	\$5,000.00	Facilities
52	Valencia Soldiers Memorial Hall Committee of Management	Resurface concrete floor at south end of hall	Grinding and sealing the old, unsightly concrete floor will complete the upgrade of the floors in the hall, improving safety, hygiene and appearance.	\$2,950.00	Facilities
53	Victorian Skateboard Association	All Aboard Skateboarding Sessions	All Aboard is a co-educational skatepark workshop program with equipment provided. All Aboard uses male and female teachers to increase participation in the Wellington Shire	\$5,000.00	Project
54	Wellington Community Garden	Wellington Community Garden	Raised planter beds with all access walkways. Fruit orchard, herb gardens and waste management.	\$5,000.00	Project
55	Woodside & District Football Netball Club	Family Fun Day	The Woodside & District Football Netball Club will be hosting a free family fun day. Activities include a petting zoo, jumping castle, face painting, kid's arts and craft, colouring competition, raffles, spinning wheel and much more as well as variety market, live music and entertainment, BBQ, football and netball matches as well as a hot rod show and shine.	\$2,500.00	Event
56	Woodside & District Football Netball Club	Safety barrier nets	The Woodside & District Football Netball Club are pursuing additional funding options to aid in the purchase and installation of 1 set of safety barrier net for the football goals on the oval.	\$5,000.00	Facilities
57	Woodside Beach Surf Life Saving Club Inc	Verandah refurbishment and expansion of service offering to the community	This program seeks to provide support to volunteer and community members by replacing our existing verandah with an appropriate structure providing more adequate shade.	\$5,000.00	Facilities
58	Yarram Combined Churches Committee	Yarram Churches & Service Clubs Christmas Hamper 2015 Appeal	To provide Christmas hampers to needy families in Yarram and district, and Christmas Day lunch for people who would otherwise be on their own.	\$3,000.00	Project
59	Yarram Community Learning Centre	Frozen Family Fun Day	The event revolves around a live show based on the popular children's movie - Frozen.	\$2,620.00	Event
60	Yarram Lions Club Inc	Security Cameras	Install security cameras to the Lion's den building.	\$4,315.00	Facilities
TOTAL OF APPLICATIONS RECEIVED				\$264,139.39	

ITEM C5.2**GIPPSLAND REGIONAL SPORTS COMPLEX STAGE 2**

DIVISION: COMMUNITY AND CULTURE
 ACTION OFFICER: ACTING MANAGER HEALTHY LIFESTYLES
 DATE: 20 OCTOBER 2015

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

OBJECTIVE

For Council to endorse the concept designs and funding model to develop the synthetic playing field and pavilion as part of Gippsland Regional Sports Complex (GRSC) Stage 2 and apply for funding to the State Government's Community Sports Infrastructure Fund, Majors category.

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

That Council endorse the concept designs and funding model to develop the synthetic playing field and pavilion as part of Gippsland Regional Sports Complex (GRSC) Stage 2 and apply for funding to the State Government's Community Sports Infrastructure Fund, Majors category.

BACKGROUND

In 2013/14, Council was successful in receiving funding from Sport and Recreation Victoria to carry out a feasibility study for GRSC Stage 2. @Leisure Planners were engaged to undertake the study which encompassed all relevant participation analysis and stakeholder consultation.

Council determined the GRSC Stage 2 development as outlined in the feasibility study was beyond the scope of Council in the current climate but agreed to progress one recommendation from the study which was to develop a synthetic playing field and pavilion.

At their meeting on 18 August 2015 Council endorsed the preparation of detailed designs and costings to build a synthetic hockey field and pavilion and to identify potential funding opportunities.

Council has been presented the refined concept designs, cost and proposed funding model to develop the synthetic playing field and pavilion. A Project Proposal submitted to the State Government's Community Sports Infrastructure Fund, Majors category has been successful, allowing Council to proceed to the application stage.

OPTIONS

Council has the following options:

1. To endorse the concept designs and funding model to develop the synthetic playing field and pavilion as part of Gippsland Regional Sports Complex (GRSC) Stage 2 and apply for funding to the State Government's Community Sports Infrastructure Fund, Majors category.

2. Not endorse the concept designs and funding model to develop the synthetic playing field and pavilion as part of Gippsland Regional Sports Complex (GRSC) Stage 2 and seek additional information.

PROPOSAL

For Council to endorse the concept designs and funding model to develop the synthetic playing field and pavilion as part of Gippsland Regional Sports Complex (GRSC) Stage 2 and apply for funding to the State Government's Community Sports Infrastructure Fund, Majors category.

CONFLICT OF INTEREST

The Acting Coordinator Community Facilities Planning has a direct interest in this matter due to his affiliation with the Sale and Gippsland Hockey Clubs.

FINANCIAL IMPACT

The following table provides a summary of the recommended funding model to deliver project.

Total Project Cost	State Government	Council	Benefactor Contribution	Community / Club Contribution
\$2,986,320	\$650,000	\$1,286,320	\$1,000,000	\$50,000

COMMUNICATION IMPACT

The community and potential user groups will be informed of the project developments. Further discussions will take place between Council and Sport and Recreation Victoria.

COUNCIL POLICY IMPACT

This report is in accordance with Council Policy 5.3.1 which recognises that facilities enable leisure and recreation opportunities and the delivery of services that impact on the quality of life enjoyed by residents and visitors to the region.

COUNCIL PLAN IMPACT

The Council Plan 2013–17 Theme 4 and 7 states the following strategic objectives 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.

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.

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

COMMUNITY IMPACT

This project will have positive community impact enabling hockey players from across the region to practice and play on a synthetic field which is now standard for higher level competition. This will significantly reduce travel times for many players who currently journey to Churchill and Drouin to train.

CONSULTATION IMPACT

Significant consultation was undertaken through the feasibility study process. This consultation identified the need for a synthetic hockey field. Further consultation has taken place through the local hockey clubs to ascertain their level of support and willingness to train and play on a synthetic hockey field based centrally in Sale.



DESIGN PRECEDENTS



Fence Boundary (Pacific Games 2011, Eilat, PNG)



Construction Theme (Building GRSC Netball Shelter)



Signage (Existing GRSC Stadium Signage)



Wellington Shire Council - GRSC Multi-Purpose Pitch
Cobains Road, Sale



PRELIMINARY ISSUE

SK-02
P3

etchARCHITECTS

100-1000 Cobains Road, Sale
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Artistic Impression 1
Wellington Shire Council - GRSC Multi-Purpose Pitch
 Cobains Road, Sale



PRELIMINARY ISSUE
 SK-04
 P1

etchARCHITECTS

100 Wellington Shire Council
 Suite 21, 110-112, Wellington, VIC 3106
 Tel: 03 9593 8888
 Fax: 03 9593 8889
 www.etcharchitects.com.au

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

DIVISION: COMMUNITY & CULTURE
 ACTION OFFICER: MANAGER HEALTHY LIFESTYLES
 DATE: 20 OCTOBER 2015

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

OBJECTIVE

To receive minutes from the Gordon Street Recreation Reserve Committee of Management's Ordinary Meeting held on 24 August 2015 including financial statements.

RECOMMENDATION

That Council receive the minutes from the Gordon Street Recreation Reserve Committee of Management's Ordinary Meeting held on 24 August 2015 including financial statements.

BACKGROUND

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

The objectives of the Committee are:

To manage, operate and maintain both the Gordon Street Recreation Reserve and the Heyfield Recreation Reserve for the community in an efficient, effective and practical manner.

To undertake activities designed to protect, promote, utilise and develop both the Gordon Street Recreation Reserve and the Heyfield Recreation Reserve for the use and enjoyment of the local community.

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

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

OPTIONS

Council has the following options:

1. Receive the minutes from the Gordon Street Recreation Reserve Committee of Management's Ordinary Meeting held on 24 August 2015 including financial statements; or
2. Seek further information to be considered at a future Council Meeting.

PROPOSAL

To receive minutes from the Gordon Street Recreation Reserve Committee of Management's Ordinary Meeting held on 24 August 2015 including financial statements.

CONFLICT OF INTEREST

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

LEGISLATIVE IMPACT

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

COUNCIL POLICY IMPACT

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

COUNCIL PLAN IMPACT

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

Strategic Objectives

Asset and infrastructure that meet current and future community needs.

Strategy 4.2

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

CONSULTATION IMPACT

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

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

MINUTES

**MEETING DATE, MEETING TIME
MEETING VENUE**

24/08/2015

HFNC social rooms

Meeting Opened Time: 7.02 PM

1. Present / Apologies

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

Quorum Achieved? Yes

2. Declaration of Conflicts of Interest: Read by Chairperson Brian

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

**Moved: R Fawaz
CARRIED**

Seconded: T Donohue

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

4. Business Arising from Previous Minutes: Nil

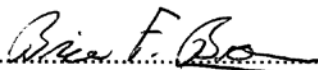
- 5. Correspondence In: Attached
 - 6. Correspondence Out – date previous minutes sent to Council: Attached
 - 7. Reports
 - 7.1 Chairperson's Report: Attached
 - 7.2 Treasurer's Report: Attached
 - 7.3 User Group Reports: Attached
 - 8. Volunteers
 - 9. OHS / Risk / Facility Fault Report
 - 10. New Rules of the Committee to be endorsed by Council
 - 11. General Business: Attached
 - 12. Next Meeting: 26/10/2015
- Meeting Closed Time: 8.15 PM

These minutes are:

Confirmed as true and correct on ...24/08/2015.....
Date

Or

Corrections have been made and noted at the meeting on
Date

Chairperson Signature 

Trevor suggested GSR contact Relay for Life which is to be held on the weekend of 5th & 6th March 2016 and inform their committee that the building will be under construction.

Cr Malcolm Hole spoke with regards to the fence around the main oval and we need to make it comply with regulations.

Motion; GSR apply to WSC to have the fence around the main oval built to compliance and be included as a priority on the master plan.

Moved: Charlie Seconded: Kelvin Carried

Motion; That Executive discusses and pay accounts without being put to meetings as accounts need to be paid.

Moved: Charlie Seconded: Brian Carried

Motion: Club rentals are increased by 5% for 2015/16 year.

Moved: Kelvin Seconded: Charlie Carried

Brian asked committee for any objections to putting a dividing wall in the shed beside the Cricket nets.

Brian asked if committee are willing to allow \$1000 for backhoe hire as agreed to for the 2014/15 financial year.

Motion: The \$1000 for backhoe hire carries over for the 2015/16 financial year.

Moved: Richard Seconded: Pat Carried

Brian spoke about hiring a road grader from Conway Excavations to grade the tracks around the reserve. Brian is happy to drive the grader.

Motion: GSR Committee hire Conway's grader subject to the hourly rate.

Moved: Pat Seconded: Brian Carried

Discussion was had about the DSE Multi Purpose Building and the pavilion once the building works are completed that we may need to have our operating subsidy increased. Committee will prepare a business plan together to submit to WSC.

Discussion was had about the emergency services and disaster plan whilst the building works are being under taken.

Motion: A letter is sent to Wellington Shire Council CEO explaining our situation.

Moved: Brian Seconded: Charlie Carried

Brian asked committee if we are still willing to forego the December meeting for a Christmas get together.



D. URGENT BUSINESS



E. FURTHER GALLERY AND CHAT ROOM COMMENTS



F. CONFIDENTIAL ATTACHMENT/S

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G. IN CLOSED SESSION

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

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

IN CLOSED SESSION

COUNCILLOR

That:

That:

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