



WELLINGTON
SHIRE COUNCIL
The Heart of Gippsland

Council Meeting Agenda

Meeting to be held at

Council Chambers - Wellington Centre

Foster Street, Sale

Tuesday 4 December 2018, commencing at 3pm

**or join Wellington on the Web:
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ORDINARY MEETING OF COUNCIL – 4 DECEMBER 2018

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Council Meeting Information

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

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



A - PROCEDURAL



STATEMENT OF ACKNOWLEDGEMENT

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



PRAYER

***“Almighty God, we ask your blessing upon the Wellington
Shire Council, its Councillors, officers, staff and their families.***

***We pray for your guidance in our decisions so that the
true good of the Wellington Shire Council may result to
the benefit of all residents and community groups.”***

Amen



A - PROCEDURAL

A4 CONFIRMATION OF MINUTES OF PREVIOUS COUNCIL MEETING/S

ITEM A4

ADOPTION OF MINUTES OF PREVIOUS MEETING/S

ACTION OFFICER:

GENERAL MANAGER CORPORATE SERVICES

DATE:

4 DECEMBER 2018

OBJECTIVE

To adopt the minutes of the Ordinary Council Meeting of 20 November 2018.

PUBLIC QUESTIONS AND COMMENTS FROM THE GALLERY

RECOMMENDATION

That Council adopt the minutes and resolutions of the Ordinary Council Meeting of 20 November 2018.

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:

4 DECEMBER 2018

ITEM	FROM MEETING	COMMENTS	ACTION BY
Nil			



A - PROCEDURAL

A9 INVITED ADDRESSES, PRESENTATIONS OR ACKNOWLEDGEMENTS



A - PROCEDURAL

A10 QUESTIONS ON NOTICE



B –REPORT

DELEGATES



C1 - REPORT

CHIEF EXECUTIVE OFFICER

ITEM C1.1

NOMINATION TO EXECUTIVE COMMITTEE – NATIONAL TIMBER COUNCILS ASSOCIATION

DIVISION: CHIEF EXECUTIVE OFFICE
ACTION OFFICER: CHIEF EXECUTIVE OFFICER
DATE: 4 DECEMBER 2018

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

OBJECTIVE

For Council to approve the nomination of Councillor Malcolm Hole as a Victorian council candidate or the 2018/19 National Timber Councils Association (NTCA), Executive Committee.

PUBLIC QUESTIONS AND COMMENTS FROM THE GALLERY

RECOMMENDATION

That Council approve the nomination of Councillor Malcolm Hole as a Victorian council candidate for the 2018/19 National Timber Councils Association, Executive Committee.

BACKGROUND

The National Timber Councils Association (NTCA) was founded in 2007 to establish a national network of councils involved in forestry and plantation. The NTCA provides a significant opportunity for Local Government to engage in effective dialogue with the Commonwealth Government on forestry related issues and to discuss their impact on councils and local communities.

As a member council, Wellington has an opportunity to nominate its NTCA delegate for election to the 2018/19 Executive Committee.

Councillor Hole is currently Council's delegate on the NTCA, an existing member of the Executive Committee and has renominated for the 2018/19 Executive Committee.

OPTIONS

Council has the following options:

1. To approve the nomination of Councillor Malcolm Hole as a Victorian council candidate for the 2018/19 National Timber Councils Association, Executive Committee; or
2. To not approve the nomination of Councillor Malcolm Hole for the 2018/19 National Timber Councils Association, Executive Committee.

PROPOSAL

That Council approve the nomination of Councillor Malcolm Hole as a Victorian council candidate for the 2018/19 National Timber Councils Association, Executive Committee.

CONFLICT OF INTEREST

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

COUNCIL PLAN IMPACT

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

Strategic Objective:6.4

“Our community is informed about Council business and is involved in Council decision making. Council advocates on behalf of the community.”

Strategy 6.4.2:

“Advocate on the community’s behalf to State and Federal Agencies, the private sector and industry on a range of issues relevant to Wellington Shire Community”.



C2 - REPORT

GENERAL MANAGER CORPORATE SERVICES

ITEM C2.1**ASSEMBLY OF COUNCILLORS**

DIVISION: CORPORATE SERVICES
 ACTION OFFICER: GENERAL MANAGER CORPORATE SERVICES
 DATE: 4 DECEMBER 2018

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

OBJECTIVE

To report on all assembly of Councillor records received for the period 13 November 2018 to 27 November 2018.

PUBLIC QUESTIONS AND COMMENTS FROM THE GALLERY

RECOMMENDATION

<p><i>That Council note and receive the attached Assembly of Councillor records for the period 13 November 2018 to 27 November 2018.</i></p>

BACKGROUND

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

Below is a summary of all assembly of Councillor records received for the period 13 November to 27 November 2018.

Assembly of Councillors summary of reports received for the period 13 November 2018 to 27 November 2018.

Date	Matters considered	Councillors and officers in attendance
20 November 2018	IT / Diary Meeting	Cr Bye, Cr Crossley, Cr Hall, Cr Hole, Cr McCubbin, Cr Maher, Cr Ripper, Cr Rossetti, Cr Stephens David Morcom, Chief Executive Officer Leah Carubia, Executive Assistant CEO Damian Norkus, ICT Operations Officer
20 November 2018	Planning for Heritage Council Owned Restructure Lots Gippsland Railway Line Upgrades Development Division Update (Verbal) Australia Day Awards Maffra CBD Enhancement Councillor Appointments to Committees VAGO Fraud and Corruption Control Audit Plan Appin Hall Respite Facility & Healing Centre	Cr Bye, Cr Crossley, Cr Hall, Cr Hole, Cr McCubbin, Cr Maher, Cr Ripper, Cr Rossetti, Cr Stephens D Morcom, Chief Executive Officer Arthur Skipitaris, General Manager Corporate Services Chris Hastie, General Manager Built & Natural Environment Sharon Houlihan, General Manager Community & Culture John Websdale, General Manager Development Joshua Clydesdale, Manager Land Use Planning (Item 1 & 4) Barry Hearsey, Coordinator Strategic Planning (Item 1 & 2) Caragh Button, Strategic Planner (Item 1) Paul Johnson, Manager Business Development (Item 2 & 4) Daniel Gall, Coordinator Commercial Property (Item 2 & 4) John Traa, Coordinator Statutory Planner (Item 4) Vanessa Ebsworth, Manager Municipal Services (Item 4) Barry Nicholl, Municipal Building Surveyor (Item 4) Wendy Reeves, Coordinator Media & Public Relations (Item 5) Tim Rowe, Manager Natural Environment & Parks (Item 6) Trish Dean, Governance Officer (Item 7)

OPTIONS

Council has the following options:

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

PROPOSAL

That Council note and receive the attached assembly of Councillors records during the period 13 November to 27 November 2018.

CONFLICT OF INTEREST

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

LEGISLATIVE IMPACT

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

COUNCIL PLAN IMPACT

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

Strategic Objective 6.3

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

Strategy 6.3.3

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

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

ASSEMBLY OF COUNCILLORS

1. **DATE OF MEETING:** 20 November 2018

2. **ATTENDEES**

Councillors:

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

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

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

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

1. IT / Diary meeting

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

Nil

ASSEMBLY OF COUNCILLORS

1. **DATE OF MEETING:** 20 November 2018

2. **ATTENDEES**

Councillors:

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

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

Others in attendance: (list names and item in attendance for)	Item No.
Josh Clydesdale, Barry Hearsey, Caragh Button	1
Paul Johnson, Daniel Gall	2
Barry Hearsey, <i>External Presenter Rocky Camera Rail Projects Victoria</i>	3
Josh Clydesdale, John Traa, Vanessa Ebsworth, Barry Nicholl, Paul Johnson, Daniel Gall	4
Wendy Reeves	5
Tim Rowe	6
Arthur Skipitaris, Trish Dean	7
Arthur Skipitaris	8
<i>External Presenters Ronnie and Maggie Burns</i>	9

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

1. Planning for Heritage
2. Council Owned Restructure Lots
3. Gippsland Railway Line Upgrades
4. Development Division Update (Verbal)
5. Australia Day Awards
6. Maffra CBD Enhancement
7. Councillor Appointments to Committees
8. VAGO Fraud and Corruption Control – Audit Plan
9. Appin Hall Respite Facility & Healing Centre

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

Nil

ITEM C2.2**COUNCIL MEETING DATES FOR 2019**

DIVISION:

CORPORATE SERVICES

ACTION OFFICER:

GENERAL MANAGER CORPORATE SERVICES

DATE:

4 DECEMBER 2018

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

OBJECTIVE

To formally:

- agree to the Council Meeting frequency for 2019, as attached; and
- adopt and make public a schedule of Council Meetings for 2019

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

1. ***Council formally adopt the dates and times of the proposed 2019 Council Meetings as attached; and***
2. ***Council make public a schedule of Council Meetings for 2019.***

BACKGROUND

Council meetings have been held on the first and third Tuesdays of each month (except for January when there are no Council meetings held). Currently Council meet on the first Tuesday of each month commencing at 3:00pm and the third Tuesday of each month commencing at 6:00pm.

OPTIONS

Council has the following options:

- To formally adopt the dates and times of the proposed 2019 Council Meetings as attached and make public a schedule of Council Meetings for 2019; or
- To not adopt the dates and times of the proposed 2019 Council Meetings as attached and seek further information.

CONFLICT OF INTEREST

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

COUNCIL PLAN IMPACT

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

Strategic Objective 6.3

“Maintain a well governed, transparent, high performing, ethical and accountable organisation”.

Strategy 6.3.3

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

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

COMMUNITY IMPACT

Council’s meeting schedule has been designed to enable maximum opportunity for input and participation from members of the community.

COUNCIL MEETING DATES FOR 2019

Council Meeting Dates 1st Tuesday of each Month (3pm) 3rd Tuesday of each Month (6pm)	
January 2019 <i>(Council does not convene in January)</i>	2 July 2019 16 July 2019
5 February 2019 19 February 2019	6 August 2019 20 August 2019
5 March 2019 19 March 2019	3 September 2019 17 September 2019
2 April 2019 16 April 2019	1 October 2019 15 October 2019
7 May 2019 21 May 2019	6 November 2019 (Wed) <i>(Election of Mayor & Deputy Mayor)</i> 19 November 2019
4 June 2019 18 June 2019	3 December 2019 17 December 2019

Note: These dates cover all required statutory and financial obligations that need to be addressed at Council meetings.
 Workshops will continue to be conducted in week 1 and week 3 prior to the Council Meeting of each month (except January).
 Special Council meetings may need to be convened as required to meet any statutory legislative requirements. e.g. consideration of budget submissions.

ITEM C2.3

APPOINTMENT OF COUNCILLORS TO COMMITTEES AND AS DELEGATES

DIVISION: CORPORATE SERVICES
ACTION OFFICER: GENERAL MANAGER CORPORATE SERVICES
DATE: 4 DECEMBER 2018

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

OBJECTIVE

To appoint Councillors to the following Committees:

- Advisory
- Special
- Other Organisations

in accordance with the updated register as attached.

PUBLIC QUESTIONS AND COMMENTS FROM THE GALLERY

RECOMMENDATION

That Councillors be appointed to Council Committees in accordance with the updated register as attached.

BACKGROUND

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

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

OPTIONS

Council has the following options:

1. To appoint Councillors to Council Committees in accordance with the updated register as attached; or
2. To appoint Councillors to Council Committees with amendments to the updated register as attached.

PROPOSAL

It is proposed that Councillors be appointed to Council Committees in accordance with the updated register 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

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

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

COUNCIL PLAN IMPACT

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

Strategic Objective 6.3

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

Strategy 6.3.3

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

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

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

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SECTION 1: COUNCIL MEETINGS

Purpose:

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

Members:

Mayor and all Councillors

Schedule:

Ordinary Meetings: As per Council approved Council Meeting schedule

Special Meetings: As required

COUNCIL ADVISORY COMMITTEES/MEETINGS

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

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

NAME	DESIGNATED REPORTING OFFICER	SCHEDULE	CONVENOR or DELEGATES & ADMIN RESOURCES
<p>Audit & Risk Committee <i>Purpose: Advise Council in its discharge of its responsibilities for financial reporting, risk management, maintaining a reliable system of internal controls and fostering the organisation's ethical development.</i> *Remuneration applies to independent members (non-Council)</p>	General Manager Corporate Services	Meets at least quarterly with extra meetings scheduled if needed	<p>Councillor Stephens Councillor Hall Councillor Bye (alternate)</p> <p>Chief Executive Officer, General Manager Corporate Services Peter Craighead (Independent chair), Chris Badger (Independent), Michelle Dowsett (Independent),</p>
<p>CEO Performance Review Committee <i>Purpose: To oversee the review of the CEO's performance as per the terms and conditions of the contract of employment.</i></p>	General Manager Corporate Services	As required	<p>Mayor Past Mayor Councillor Hole (Remuneration Chair) Councillor Rossetti (shared)</p>
<p>Gippsland Art Gallery Advisory Group <i>Purpose: To advise the Council on the operation, policy development and future planning of Gippsland Art Gallery.</i></p>	Manager Arts & Culture	1st Monday Feb, April, Jun, Aug, Oct & Dec at 6pm	<p>Councillor Rossetti Art Gallery Director</p>
<p>Gippsland Regional Sports Complex User Group Committee 1. <i>Purpose: To provide advice, information and feedback in relation to operational, maintenance and use of Gippsland Regional Sports Complex</i> 2. <i>To share information with other users of the Gippsland Regional Sports Complex.</i></p>	GRSC Operational Leader	July, Oct, Jan and April at 6pm	<p>Councillor Bye</p> <p>One (1) Representative of the Sale Amateur Basketball Association One (1) Representative of the Sale Netball Association One (1) Representative of the Maffra Hockey Club One (1) Representative of the Sale Hockey Club One (1) Representative of the Wellington Hockey Club</p>
<p>Place Names Committee <i>Purpose: Make recommendations to Council on naming issues.</i></p>	Manager Assets and Projects	3rd Tuesday every 3 months	<p>Councillor Rossetti Councillor McCubbin Councillor Maher</p>

<p>Remuneration Committee <i>Purpose</i> 1. To monitor and review Councillor expenses 2. To review and recommend Councillor allowances. 3. To review and monitor the salary, performance and performance plan (including performance criteria) for the Chief Executive Officer. 4. To monitor Enterprise Bargaining Agreements. 5. To consult on Human Resources and Remuneration Policy. 6. Any other related matters that may arise.</p>	<p>General Manager Corporate Services</p>	<p>Quarterly or more frequently if required</p>	<p>Councillor Crossley Councillor Hole (Remuneration Chair) Councillor Stephens</p> <p>Chief Executive Officer General Manager Corporate Services Manager People and Excellence</p>
<p>Stephenson Park Advisory Committee <i>Purpose: To provide advice in relation to Master Planning for Stephenson Park recreation facilities.</i></p>	<p>Manager Natural Environment & Parks</p>	<p>Quarterly - 3rd Wednesday 7.30pm Feb, May, Aug, Nov</p>	<p>Councillor Bye</p>
<p>Strategic Land Use Planning Projects Review Group <i>Purpose: To provide local Councillor input into and review the range of current strategic planning projects.</i></p>	<p>Manager Land Use Planning</p>	<p>Bi-monthly</p>	<p>Councillor McCubbin Councillor Bye Councillor Maher General Manager Development, Manager Land Use Planning, Coordinator Strategic Planning, Strategic Planners, General Manager Built and Natural Environment, Manager Assets and Projects, Coordinator Infrastructure Development.</p>
<p>The Wedge and Masterplan Advisory Group <i>Purpose: To advise the Council on the operation, policy development and future planning of Esso BHP Billiton Wellington Entertainment Centre.</i></p>	<p>Manager Arts & Culture</p>	<p>Quarterly, usually 3rd Wednesday 6pm Feb, May, Aug & Nov</p>	<p>Councillor Bye Councillor McCubbin Councillor Hall (Alternative) General Manager Community & Culture (Chair) Manager Arts & Culture Performing Arts Centre Manager Coordinator Venue Administration Coordinator Venue Operations Community Representatives: Donald Carmichael Deirdre Relph Clara Mandaletti Matthew Goss Deirdre Marshall Leanne Flaherty Dan Davine</p>

Wellington Access & Inclusion Advisory Group <i>Purpose: To assist Council in monitoring the implementation of the Access Policy and Action Plan adopted in April 2003.</i>	Rural Access Project Coordinator	Monthly, 3 rd Wednesday – ½ day	Councillor Ripper
Wellington Youth Service Network (WYSN) <i>Purpose: To promote collaborative relationships between young people, youth services, the community and all levels of government.</i>	Youth Liaison Coordinator	January, April, July and October	Councillor Stephens

COMMITTEES OF OTHER ORGANISATIONS (DELEGATES)

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

NAME	SCHEDULE	CONVENOR or DELEGATES & ADMIN RESOURCES
<p>Australian Coastal Councils Association <i>Purpose: To bring together the coastal shires experiencing the sea-change phenomenon. Facilitated by: Alan Stokes – Executive Officer SCTF</i></p>	<p>Twice yearly (ALGA and Forum)</p>	<p>Councillor Maher Councillor Hall (General Manager Development)</p>
<p>Coastal Agencies Liaison Group <i>Purpose: To discuss coastal issues Facilitated by: Department of Sustainability & Environment</i></p>	<p>2 monthly (Feb, April, June etc.) Location: Yarram</p>	<p>Councillor Maher Councillor Stephens</p>
<p>Gippsland Climate Change Network Incorporated <i>Purpose: To provide Gippsland, at an individual and organisational level; information, consultation and facilitation to enable action on climate change, whilst also providing a voice for Gippsland on climate change issues.</i></p>	<p>10am - 1pm, 1st Monday of each month unless otherwise noted</p>	<p>Councillor McCubbin</p>
<p>Gippsland Local Government Network (GLGN) <i>Purpose: Regional co-operation and lobbying by Gippsland Councils. Facilitated by: SOCOM (Secretariat)</i></p>	<p>Bi-monthly 2nd Friday</p>	<p>Mayor Chief Executive Officer</p>
<p>Gippsland Local Government Waste Forum <i>Purpose: Works in tandem with GWRRG</i></p>	<p>Bi-monthly</p>	<p>Councillor Maher</p>
<p>Municipal Association of Victoria (MAV) <i>Purpose: Peak body representing Victorian Councils. Councillors also representing at the Australian Local Government Association (ALGA).</i></p>	<p>Monthly meetings and as required</p>	<p>Councillor Hole Councillor Rossetti (shared)</p>
<p>National Timber Council Association Inc <i>Purpose: To pursue a variety of issues relevant to local governments that have forest industries/timber issues with the Federal Government.</i></p>	<p>Twice yearly at the ALGA Conference and Annual Meeting in November</p>	<p>Councillor Hole</p>
<p>South East Australian Transport Strategy (SEATS) <i>Purpose: Integrated transport strategy for South East Australia. Includes representatives of municipalities and other organisations from Dandenong to Wollongong. Facilitated by: SEATS</i></p>	<p>Quarterly, 2nd Thursday & Friday (Feb, May, Aug, Nov) Meeting venue rotates b/t Vic, ACT & NSW</p>	<p>General Manager Built & Natural Environment Councillor Crossley</p>

<p>Timber Towns Victoria <i>Purpose: To pursue a variety of issues relevant to local governments which have forest industries in Victoria and keep abreast of the issues and trends in forestry development that may have an impact upon rural communities.</i></p>	<p>2nd Friday each month (Executive) 2nd Friday bi-monthly (Ordinary Members)</p>	<p>Councillor Hole</p>
<p>Wellington Regional Tourism (WRT) <i>Purpose: To promote Wellington Gippsland tourism.</i></p>	<p>Monthly</p>	<p>Councillor Hall Councillor Maher (shared) Visits, Economy & Events Coordinator</p>

OTHER GROUPS, TASKFORCES, PROJECT CONTROL GROUPS (PCG'S) & STATUTORY COMMITTEES <i>These Groups, Taskforces, PCG's and Statutory Committees are subject to formal Council approval processes</i>		
NAME	SCHEDULE (Include Sunset Dates)	CONVENOR or DELEGATES & ADMIN RESOURCES
<p>Healthy Wellington Action Group Purpose: Partnership Group that oversees the development, implementation and evaluation of Healthy Wellington (Municipal Public Health and Wellbeing Plan).</p>	Quarterly	Councillor Stephens / Councillor Ripper (shared)
<p>Wellington Shire Council Emergency Management Planning Committee (Council committee appointed in accordance with the <i>Emergency Management Act 1986 section 21</i>)</p> <p><i>Purpose: The Committee will prepare a draft municipal emergency management plan for consideration by the Wellington Shire Council. Once prepared the plan must be maintained by the Council.</i></p> <p><i>The Committee will also maintain liaison, co-ordinate emergency working and operational arrangements, conduct exercises and other emergency management activities such that emergencies may be prevented and when they do occur are managed appropriately.</i></p>	Twice annually or more often if required.	<p>Councillor Stephens Councillor Crossley (Shared) Councillor Rossetti (shared)</p> <p>Municipal Emergency Resource Officer Municipal Recovery Manager Municipal Fire Prevention Officer Coordinator Municipal Emergency Municipal Emergency Manager (General Manager Community & Culture)</p>

SPECIAL COMMITTEES

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

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

NAME	DESIGNATED REPORTING OFFICER	SCHEDULE	CONVENOR or DELEGATES & ADMIN RESOURCES
Briagolong Quarry Reserve Committee <i>Purpose: To protect, promote and develop the Briagolong Quarry Reserve.</i>	Coordinator Community Committees	Quarterly – 1 st Tues – Mar, Jun, Sep, Dec	Councillor Ripper
Briagolong Recreation Reserve Committee <i>Purpose: To protect, promote and develop the Briagolong Recreation Reserve.</i>	Coordinator Community Committees	3 rd Monday monthly at 7.30pm Briagolong Recreation Reserve	Councillor Ripper
Cameron Sporting Complex Committee <i>Purpose: To protect, promote and develop the Cameron Sporting Complex, Maffra</i>	Coordinator Community Committees	3 rd Thursday of each month Cameron Sporting Complex 8pm	Councillor Hole
Gordon Street Reserve Committee <i>Purpose: To protect, promote and develop the Gordon Street Reserve.</i>	Coordinator Community Committees	Gippsland Historical Auto Club- Heyfield 2 nd Thursday of every 2 nd month Feb, Apr, Jun, Aug, Oct	Councillor Hole
Maffra Recreation Reserve Committee <i>Purpose: To protect, promote and develop the Maffra Recreation Reserve.</i>	Coordinator Community Committees	1 st Monday – each month Maffra Recreation Reserve Meeting Room	Councillor Ripper
Newry Recreation Reserve Committee <i>Purpose: To protect, promote and develop the Newry Recreation Reserve.</i>	Coordinator Community Committees	3 rd Monday Feb, May, Aug & Nov	Councillor Hole

SPECIAL COMMITTEES

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

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

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



C3 - REPORT

GENERAL MANAGER DEVELOPMENT

ITEM C3.1**YARRAM AERODROME BUSINESS LEASES**

DIVISION: DEVELOPMENT

ACTION OFFICER: MANAGER BUSINESS DEVELOPMENT

DATE: 4 DECEMBER 2018

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

OBJECTIVE

To seek Council authorisation to establish new leases with (1) Alpine Airworks, and (2) South Gippsland Aviation Pty Ltd at Yarram Aerodrome.

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

That

- 1. Council authorise the Chief Executive Officer to progress separate requests to lease to:

 - a. Alpine Airworks; and**
 - b. South Gippsland Aviation Pty Ltd.****
- 2. Council advertises its intention to lease land at Yarram Aerodrome at or above market value, subject to the provisions of the Local Government Act 1989 section 190 and 223, including calling for submissions in relation to the proposed lease.**
- 3. Subject to not receiving any submissions, Council authorise the Chief Executive Officer to progress the lease at or above the current market value including executing necessary documents.**
- 4. The information contained in the Confidential Attachment Item F1.1 Yarram Aerodrome Business Leases of this Council Meeting and designated under Section 77 Clause (2)(c) of the Local Government Act 1989 as confidential by the General Manager Development on 13 November 2018 because it relates to the following grounds under Section 89(2) of the Local Government Act 1989: h) any other matter which the Council or special committee considers would prejudice the Council or any person; be designated confidential information under Section 77 Clause (2)(b) of the Local Government Act 1989.**

BACKGROUND

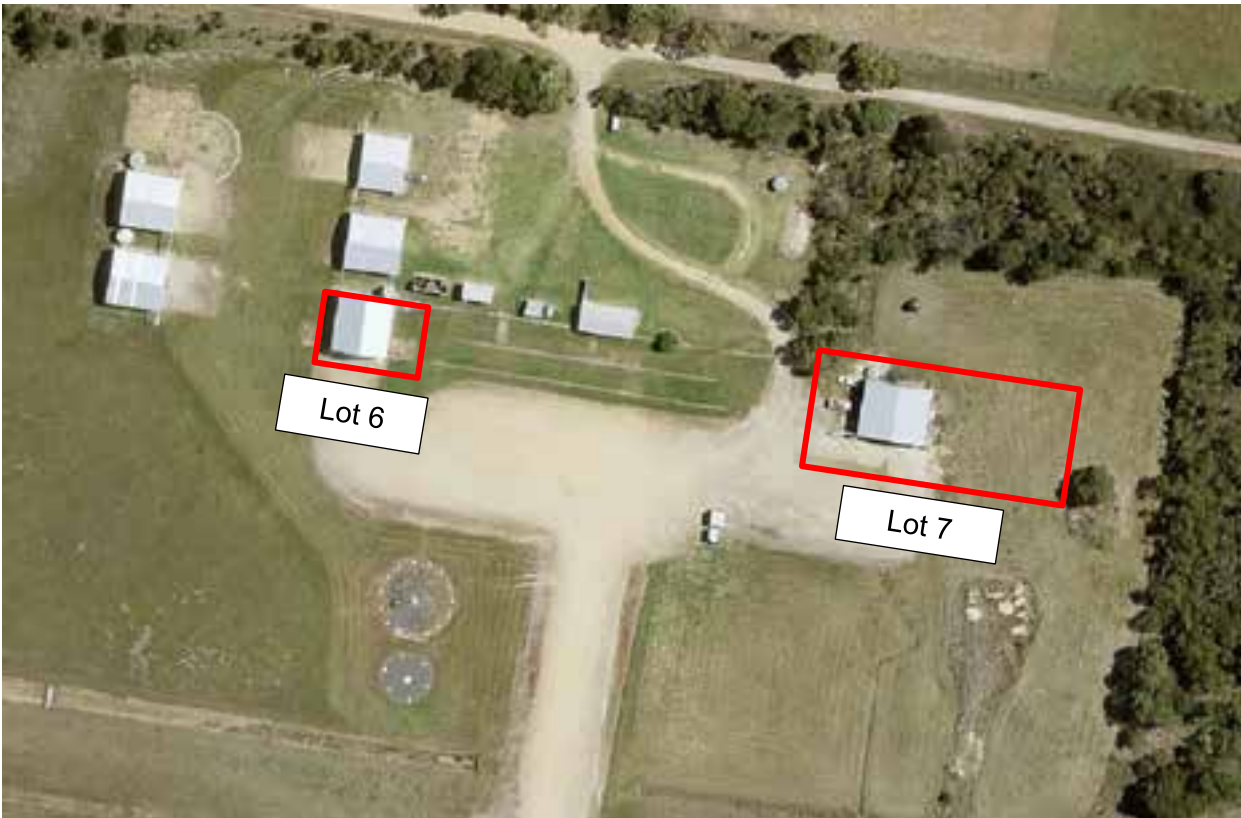
Council undertook an extensive marketing campaign during 2017 to lease hangars at Yarram Aerodrome, advertising in local print media and recreational aviation publications over a period of months. This yielded limited interest, however requests have been received from two separate businesses to establish long term leases at Yarram Aerodrome. This follows several meetings with both businesses affirming their desire to grow and maintain a long term presence at Yarram Aerodrome.

LOT 6

The principle operator of the aircraft maintenance business South Gippsland Aviation Pty Ltd have confirmed their desire to establish a new business at Yarram Aerodrome, in one of the hangars owned by council. The business owner has requested a lease of 30 years to provide lease security.

LOT 7

The current commercial operator of Alpine Airworks, an aviation business mainly involved with fire suppression, as well as other aviation related activity, currently located at lot 7 Yarram Aerodrome would be expanding their operation, and will construct an additional substantial new hangar. To provide land tenure surety the business owner has requested a lease of 30 years.



The terms of the leases for both tenants are the same and would comprise the follow elements:

Lease Term:	10 years
Option(s):	Two (2) x 10 years.
Rental:	LOT 6 – South Gippsland Aviation Pty Ltd At or above market value LOT 7 – Alpine Airwork At or above market value
Rental Reviews:	CPI annually Market review at time of options.
Date Commencement:	01 December 2018

OPTIONS

Council has the following options:

1. Enter into new leases of up to 30 years between Alpine Airworks, South Gippsland Aviation Pty Ltd and Wellington Shire Council; or
2. Offer leases of a shorter or longer duration.
3. Decline to offer any new lease.

PROPOSAL

That

1. Council authorise the Chief Executive Officer to progress separate requests to lease to:
 - a. Alpine Airworks; and
 - b. South Gippsland Aviation Pty Ltd.
2. Council advertises its intention to lease land at Yarram Aerodrome at or above market value, subject to the provisions of the *Local Government Act 1989* section 190 and 223, including calling for submissions in relation to the proposed lease.
3. Subject to not receiving any submissions, Council authorise the Chief Executive Officer to progress the lease at or above the current market value including executing necessary documents.
4. The information contained in the Confidential Attachment Item F1.1 Yarram Aerodrome Business Leases of this Council Meeting and designated under Section 77 Clause (2)(c) of the *Local Government Act 1989* as confidential by the General Manager Development on 13 November 2018 because it relates to the following grounds under Section 89(2) of the *Local Government Act 1989*: h) any other matter which the Council or special committee considers would prejudice the Council or any person; be designated confidential information under Section 77 Clause (2)(b) of the *Local Government Act 1989*.

CONFLICT OF INTEREST

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

FINANCIAL IMPACT

Establishing new leases would provide a positive increase to revenue.

LEGISLATIVE IMPACT

The requirements of the *Local Government Act 1989* (Vic) (the Act) must be addressed when Council considers entering into any lease as governed by s190.

In the event a lease term of 10 or more years was offered, Council is required to comply with s190 and s223 of the *Local Government Act 1989*. These provisions require Council to notify its intent to enter in to a lease and also to invite and then consider any submissions. As provided for in s190(1) Council's power to lease land is limited to leases of a term of 50 years or less.

A further Council report may be provided following the receipt of any public submissions. This report would be to consider submissions and to seek a further resolution in relation to this matter.

COUNCIL POLICY IMPACT

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

COUNCIL PLAN IMPACT

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

Strategic Objective 2.2

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

Strategy 2.2.2

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

Strategy 2.2.3

Continue to maintain and enhance Council's built environment for public amenity and long-term sustainability.

Strategic Objective 5.2

Use a targeted approach to attract new business investment to Wellington Shire, to support population growth.

Strategy 5.2.1

Create a supportive investment environment that encourages new development and job growth.

Strategy 5.2.3

Actively promote new investment opportunities in key market sectors where Wellington Shire has a competitive strength while celebrating success.

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

PLANNING POLICY IMPACT

Lessees will be required to adhere to any planning requirements as applicable.

RESOURCES AND STAFF IMPACT

The implementation of the recommendations within this report will be implemented by officers within the Development Division.

COMMUNITY IMPACT

The provision of long term leases will support the establishment and growth of two business at Yarram Aerodrome, enhancing employment opportunities.

ENVIRONMENTAL IMPACT

It is anticipated that no adverse environmental impacts will occur in establishing the new leases

ENGAGEMENT IMPACT

No engagement impacts have been identified.

RISK MANAGEMENT IMPACT

Risks will be managed within the context of the lease document.



C4 - REPORT

GENERAL MANAGER BUILT AND NATURAL ENVIRONMENT

ITEM C4.1**RECREATIONAL BOATING FACILITIES PLAN**

DIVISION: BUILT AND NATURAL ENVIRONMENT

ACTION OFFICER: MANAGER BUILT ENVIRONMENT

DATE: 4 DECEMBER 2018

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

OBJECTIVE

The objective of this report is for Council to approve the draft Recreational Boating Facilities Plan, as attached, and release it for community consultation for a period of eight weeks.

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

That Council approve the draft Recreational Boating Facilities Plan, as attached, and release it for community consultation for a period of eight weeks.

BACKGROUND

In 2012, Wellington Shire Council initiated the development of the Boating Facilities Strategic Plan. This was in response to the then Gippsland Coastal Board's Draft Gippsland Boating Coastal Action Plan action 1.2:

- Develop coastal management plans or site master plans for locations identified as having a future role as a state or regional boating precinct or district boating facility, where the plans do not already exist.

This Plan was adopted by Council in 2013 and has been the overarching document used to guide significant redevelopment across Wellington Shire's portfolio of recreational Boating Facilities.

In 2018, a review of the document was undertaken to ensure it remained relevant and contemporary. Following this review, a draft Recreational Boating Facilities Plan was presented at a Council workshop.

OPTIONS

Council has the following options available:

1. Approve the draft Recreational Boating Facilities Plan, as attached and release for community consultation for a period of eight weeks; or
2. To not approve the release at this time and request further information relating to the plan.

PROPOSAL

That Council approve the draft Recreational Boating Facilities Plan, as attached, and release it for community consultation for a period of eight weeks.

CONFLICT OF INTEREST

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

FINANCIAL IMPACT

The draft Recreational Boating Facilities Plan, if adopted will guide Council's priorities for Council's future investment in recreational boating facilities.

COMMUNICATION IMPACT

The draft Recreational Boating Facilities Plan will have a positive impact as it will provide opportunities for community and key stakeholder engagement.

LEGISLATIVE IMPACT

The draft Recreational Boating Facilities Plan references current relevant legislative and regulatory requirements.

COUNCIL PLAN IMPACT

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

Strategic Objective 2.1

Council services and infrastructure are responsive to identified current and future community needs within budgeted parameters.

Strategy 2.1.1

Undertake service delivery and infrastructure master planning to provide community assets in response to identified needs.

Strategic Objective 2.2

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

Strategy 2.2.1

Develop asset management plans in conjunction with service level plans for all council facilities and infrastructure.

Strategy 2.2.2

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

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

RESOURCES AND STAFF IMPACT

This consultation process will be undertaken with the resources of the Built Environment unit.

COMMUNITY IMPACT

The community will have the opportunity to provide feedback relating to the draft Recreational Boating Facilities Plan and its outcomes.

ENGAGEMENT IMPACT

Community engagement will be in accordance with the Community Engagement Plan developed for this project, which includes media releases, social media information and information sessions where appropriate.

DRAFT

WELLINGTON SHIRE COUNCIL

Recreational Boating Facilities Plan



Recreational Boating Facilities Plan



Introduction

The Wellington Recreational Boating Facilities Plan has been developed to assist in planning for Council owned and operated recreational boating areas within Wellington Shire. These include:

- Port of Sale,
- Port Albert,
- Manns Beach,
- McLoughlins Beach,
- Loch Sport (Charlies Street and Seagull Drive),
- Seacombe,
- Marlay Point, and
- Hollands Landing.

This Plan addresses boating areas and assets managed by Wellington Shire Council, which are located within the defined Coastal Management Act area. While there are other boating facilities within Wellington Shire, these are managed by other agencies.

Lake Glenmaggie is managed by Southern Rural Water and Robertsons Beach and Springberg Lane are managed by Parks Victoria. Whilst these facilities are important recreational boating assets within the Shire, they are not included in this plan as Wellington Shire has no responsibility for their management.

Gippsland Ports manages designated marine assets and is the port manager for the Ports of Gippsland Lakes, and Corner Inlet at Port Albert.

This Plan supports the Gippsland Boating Coastal Action Plan 2013 (GBCAP 2013), undertaken by the Gippsland Coastal Board. The GBCAP 2013 identified the following action:

Develop coastal management plans or site master plans for locations identified as having a future role as a state or regional boating precinct or district boating facility, where the plans do not already exist.

The Gippsland Coastal Board no longer exists as the Coastal Management Authority, replaced by the Marine and Coastal Act, on 1 September 2018.

Within Wellington Shire this action applies to Port Albert, Loch Sport, Port of Sale, McLoughlins Beach, Marlay Point and Hollands Landing. This Recreational Boating Facilities Plan has been developed to meet this need and has been extended to include other popular recreational boating sites within the Shire.



The Heart of Gippsland

The types of recreational boating activity in Wellington Shire vary across each site but generally includes:

- Power boating and touring,
- Boat based recreational fishing,
- Water skiing,
- Jet skiing (powered personal water craft),
- Sailing, and
- Kayaking, canoeing and rowing.

Recreational boating contributes significantly to local economies and lifestyle throughout Wellington Shire.

Previous Plan

The 2013-2016 Wellington Boating Strategic Plan was developed following community and key stakeholder engagement conducted in 2012/13. The previous plan guided Council's forward capital plan that has led to significant upgrade and investment in the Council's recreational boating facilities.

Key highlights of capital works undertaken through the boating facilities strategic plan, include:

Facility	Project Description	Picture	Project Cost	Completed
All Facilities	Statutory safety signage upgrade	Refer pg XX	\$20k	2013
Manns Beach	Boat Ramp Upgrade	Refer pg XX	\$200k	2015
McLoughlins Beach	Pontoon installation and Foot Bridge replacement	Refer pg XX	\$1m	2015
Loch Sport – Charles St	Boat Ramp upgrade and pontoon/jetty installation	Refer pg XX	\$860k	2018
Port Albert	Boat Ramp replacement and upgrade and car park upgrade	Refer pg XX	\$1m	2018

Developing the Plan

The Wellington Recreational Boating Facilities Plan has been developed through the following process:

- Site visits to confirm site conditions and constraints,
- Identification and documentation of required actions at each site to meet relevant safety standards and guidelines,
- Development of a draft plan for review and discussion with Wellington Shire Council and relevant agency and community stakeholders,
- Adoption of the final document for use to underpin and inform ongoing development through the Wellington Shire Council Capital Management process'.

This plan will allow the Shire, as facility manager, to plan and budget for actions required to maintain and develop these facilities in a safe and contemporary manner to meet current and future needs of the users.



Guiding Principles

Wellington 2030

Wellington Shire has developed a strategic vision to guide the Shire's development to the year 2030. This vision has been divided into nine themes. The Wellington Recreational Boating Facilities Plan addresses strategies from four of these themes being Development, Liveability, Wellbeing & Safety and Natural Environment.

The strategies under each theme that this plan addresses include:

Development

- Support communities to attain a sustainable level of local infrastructure reflecting the needs of communities,
- Plan growth reflecting values and environmental capacities specific to individual communities,
- Develop strategies to address the potential impacts of climate change,
- Continue to develop Sale as a regional centre well connected with appropriate transport linkages to the smaller communities across the Shire, and
- Promote developments with high standard of design including energy efficiency initiatives.

Liveability

- Improve the quality and accessibility of our open space and community facilities,
- Develop our sports and recreation infrastructure, and
- Provide clean and attractive public toilets.

Wellbeing & Safety

- Support community initiatives that promote participation and working together.
- Natural Environment
- Restrict development to environmentally sustainable areas.

Gippsland Coastal Board Boating Coastal Action Plan 2013

The Gippsland Coastal Board Boating Coastal Action Plan (GCBCAP 2013) provides strategic guidance for managing recreational boating facilities in Gippsland. It has been developed to reflect the approach of the Victorian Coastal Strategy (VCS).

It led to planning and management of recreational facilities in the region that:

- is well coordinated,
- is well accepted by the people and organisations affected by it,
- deals effectively with the issues facing recreational boating and its interaction with people and the environment,
- takes into account longer term factors affecting the region, such as climate change, and
- will assist in guiding funding and resources.

The GBCAP uses the Recreational Boating Facilities Hierarchy to identify the future role of each boating facility and the expected level of service that would be provided.



Recreational Boating Facilities Hierarchy

The management and development of sites in line with the recreational boating facilities hierarchy will ensure, over time, that there is a network of boating facilities spread across the region catering for the different types of boating activities. The recreational boating facilities hierarchy defines six levels of facility, including:

State Marine Precinct

This incorporates facilities of international, national, state, regional and local significance. These include ports, marinas, charter boat facilities, slip facilities, waterfront activities, marine services, piers, jetties and ramps. Such an area would generate major investment and opportunities in a range of facilities, as there are many requirements of a state level precinct.

Regional Boating Precinct

This accommodates a significant amount of recreational boating in appropriate conditions. These include multiple boat ramps, jetties, substantial car parking, safety measures where required and significant onshore facilities such as fish cleaning facilities, wash down areas and toilets. A site satisfying this level of the hierarchy generates a significant level of boating activity from a wide catchment.

District Boating Facility

A district boating facility, while not specifically defined in the Victorian Coastal Strategy, generally caters for one type of boating activity and attracts users from a smaller catchment area. However, in peak seasons the demands on these facilities can be quite high and such a facility should be able to accommodate this by providing a range of services.

Local Boating Facility

A local boating facility requires a good standard that caters for local access and has amenities such as car parking.

Basic Boating Facility

A basic boating facility provides boating access with basic infrastructure which generally does not meet current design standards.

Informal Boating Facility

An informal boating facility does not involve any built infrastructure and may not be managed or maintained. In general, informal facilities will not be listed in this plan as there are too many of them to catalogue.



The levels of service provided for each of these facilities is provided in the Recreational Boating Facilities Hierarchy table below.

Recreational Boating Facilities Hierarchy

Typical Components	Level of Service					
	State Marine Precinct	Regional Boating Precinct	District Boating Facility	Local Boating Facility	Basic Boating Facility	Informal Boating Facility
ACCESS						
Safe Harbour	✓	●	●	x	x	x
Public Access	✓	✓	✓	✓	✓	✓
Car Parking	✓	✓	✓	✓	✓	●
Car Access to Beach	x	●	●	●	●	●
Disabled Access	✓	✓	●	●	x	x
LAUNCH AND RETRIEVAL						
Boat Ramps	✓	✓	●	●	●	x
Pier/Jetty	✓	●	●	●	●	x
BERTHING						
Public Berths (Itinerant)	✓	✓	●	x	x	x
Wet Berths	✓	●	●	●	x	x
Dry Berths	●	●	●	x	x	x
Mooring Jetties	✓	✓	●	●	x	x
Swing Moorings	●	●	●	●	●	●
Commercial Shipping Facilities	●	●	●	x	x	x
SUPPLEMENTARY SERVICES						
Fuel	✓	●	●	x	x	x
Pump-out	✓	✓	●	●	x	x
Toilets	✓	✓	✓	●	x	x
Wash Down	✓	✓	●	●	x	x
Fish Cleaning	●	●	●	●	●	x
Security	✓	✓	●	x	x	x



The Heart of Gippsland

Typical Components	Level of Service					
	State Marine Precinct	Regional Boating Precinct	District Boating Facility	Local Boating Facility	Basic Boating Facility	Informal Boating Facility
Signage	✓	✓	✓	✓	✓	●
Service Utilities (Power/water/lighting)	✓	✓	✓	●	x	x
RECREATIONAL/TOURIST FACILITIES						
Capacity for Major Public Boating Events	✓	●	x	x	x	x
Boat Hire/Charter	✓	●	●	x	x	x
Commercial Vessel Berthing Facilities	✓	●	●	x	x	x
Community Facilities (Including Club Rooms)	✓	✓	●	●	x	x
Recreational Facilities (Picnic Tables, BBQs)	✓	✓	●	●	●	●
Retail or Entertainment and Land Based Uses/ Attractions	✓	●	x	x	x	x
MAINTENANCE						
Boat Repair and Servicing	✓	●	●	x	x	x
Chandlery/Boating Retail	✓	●	●	x	x	x

Key	
✓	Required
x	Not Required
●	Optional



Design Principles

Australian Standards

Any new or upgraded facilities shall comply with the relevant Australian standards (as appropriate to local conditions) and shall be planned and designed with boating safety as a primary consideration.

All recreational boating facilities identified in this plan will be maintained to the identified service level. Facilities may, from time to time, become unavailable due to deterioration, damage or reduced accessibility, until such time as they can be made safe for use. Rectification timeframes will be appropriate to the level and expected use of the affected facility.

There is no specific Australian Standard for the design of boat ramps and boating facilities. Australian Standard Guidelines for Design of Marinas (AS 3962-2001) is generally used as a guideline. This Standard recommends that boat launching ramps should be located and aligned as follows:

- Aligned into the dominant waves from swell, sea and boat wash,
- Sheltered from waves larger than 0.2 m,
- Located as near as possible to the host waterway,
- Land approaches that permit queuing without blocking other traffic systems, and
- Water approaches of sufficient area to allow queuing and low speed manoeuvres without blocking fairways and channels.

Several issues associated with boat ramps have been highlighted for special consideration and they include:

Gradient: The ramp gradient should be within the range of 1:9 to 1:7 with a preferred gradient of 1:8. Where possible the boat ramp gradient should be within this range and suit local conditions.

Surface: The ramp surface needs to provide traction for the towing vehicle at all tide levels and a sound footing for boat users. The surface should have non-slip grooves and contours to drain excess water and debris. Boat ramp surfaces may need to be regularly maintained and updated.

Boat Holding Structures: Providing a mooring pontoon or jetty increases the efficiency of use of the boat ramp. Local conditions will determine if the boat holding structure should be fixed or floating. This Plan recommends that investigations are undertaken at several locations to determine the locally appropriate boat holding structures.

Trailer Rigging and/or De-rigging Areas: Provision of rigging and de-rigging areas can assist in efficiency and ease of launching. Wash down areas, while provided at some locations, are not recommended in this Plan due to the limited use when water restrictions apply and the ability of the private sector to provide such facilities in adjoining townships.

Vehicle Manoeuvring Areas: Should allow for a vehicle turning areas appropriate for the largest reasonable boat expected to be used at the facility.



The Disability Discrimination Act (1992) promotes the rights of people with disabilities to ensure they have equal access to facilities and services. Out of this Act came a number of Australian Standards that are relevant when reviewing public facilities. These include:

- AS1428.1-2009 Design for access and mobility General requirements for access - New building work,
- AS1428.2-1992 Design for access and mobility Enhanced and additional requirements - Buildings and facilities,
- AS1428.3-1992 Design for access and mobility Requirements for children and adolescents with physical disabilities,
- AS1428.4.1:2009 Design for access and mobility Means to assist the orientation of people with vision impairment - Tactile ground surface indicators,
- AS1657:2018 Fixed platforms, walkways, stairways and ladders - Design, construction and installation, and
- AS4997-2005 Guidelines for the design of Maritime Structures.

If the surface of a pier, pontoon or jetty is of timber construction, the timber must run at right angles to the direction of traffic. Gaps between the timber surfaces must not exceed 13mm so that the tips of long white canes or the narrow wheels of sports type wheelchairs do not catch in between the timber gaps.

For boarding a vessel from a pier, pontoon or jetty the following criteria applies:

- Provide a ramped access from the pier/pontoon/jetty to a floating pontoon,
- Ensure that the ramp complies with the ramp criteria,
- Base of the ramp to be on wheels and steel plate to be able to move freely with varying water heights,
- At the highest water level, the ramp can be no higher than horizontal and at the lowest level have a gradient no greater than 1:14 with a maximum length of 9m. Multiple pontoons and ramps may be required if the water heights are extreme,
- For accessing a boat from the pontoon, portable or hinged ramps are permitted,
- Ensure that the securing pole guides for the pontoon are at least 900mm above the level of the pontoon deck at the highest water level,
- Boats should be no higher than 600mm above water level for ease of access, unless the boats and jetties are purpose built to line up with each other, and
- Handrails are required on either side of the portable ramp for people with ambulant disabilities.
- Some other general requirements for disabled access include but are not limited to:
 - The minimum unobstructed width of a walkway shall be 1000mm with a gradient no steeper than 1:20,
 - Threshold ramps must have a gradient no steeper than 1:8 with no cross fall and a maximum length of 280mm,
 - Ramp gradients should not exceed 1:14 preferably 1:20 with landings every 9m or 14m respectively,
 - Ramps must have a slip resistant surface with tactile indicators at the top and bottom of the ramp, and



- Adequate circulation spaces at doorways is essential and varies dependent on the width of the door.

Signage

All boating access areas, including boat ramps, should display a sign outlining boating safety information. The sign should contain a map of boating zones as well as boating information and rules. Appropriate standard signage is shown in the image below.

The different panels will display different information as follows:

Panel A: Location name and type of sign.

Panel B: Waterway rules and special or localised hazards.

Panel C: Boating zones and additional information related to the site presented in graphic form.

Panel D: Boating safety rules information and safety equipment.

Panel E: To identify Emergency 000 and local Waterways Managers only.

The signs should be mounted as close as practicable to the observers' line of site in the vertical plan and placed so that they are not a hazard to pedestrians.

Signs should be located where the messages are legible; they attract the attention and are clearly visible to all people who are going boating.

New signage should align with existing conforming signage.



Dredging

The depth of water in access channels and around boat ramps and jetties varies at several of the recreational boating areas addressed in this plan (e.g. McLoughlins Beach, Marlay Point). Some of the areas beyond the boat ramp may be dredged by other authorities on an as needed basis.



Dredging is not undertaken by Wellington Shire Council. As a result, regular dredging does not occur and use of some facilities may become restricted by a lack of water depth. Any dredging activities conducted by other authorities shall be conducted in line with *Best Environmental Management – Guidelines for Dredging* by EPA Victoria.

Tidal and Siltation impacts

Access to boating facilities across Wellington Shire are impacted by tide and dynamic coastal actions which can cause siltation and sand build up. Wellington Shire Council acknowledges that when operating in tidal zones, access is likely to be impacted at times and will take appropriate action to mitigate these impacts, where appropriate. Boat ramps directly affected by siltation will be scheduled for cleaning before major events such as long weekends, holidays and peak usage periods.

On average this will occur 3 to 4 times per year, prior to:

- Easter,
- September Holidays,
- Melbourne Cup, and
- Christmas Holidays.



Gap Analysis

Key boating areas within Wellington Shire have been identified and are addressed in this section.

The facilities at each area are described. Some facilities are managed by Wellington Shire Council, while others are managed by other agencies (e.g. Gippsland Ports and Parks Victoria). This plan focuses only on facilities managed by Wellington Shire Council, while acknowledging the significance and role of facilities managed by others.

The recreational boating facilities hierarchy has been used at each site to compare the facilities deemed appropriate at the relevant level of the hierarchy, the current facilities at the site and the potential future facilities to be considered for the site.

Assessment Criteria

FEATURES OF BOATING FACILITY	CRITERIA
Boat Ramps	Maintaining and upgrading existing boat ramps to meet required standards is a high priority.
Safety and Regulatory Signage	Signage at all sites is reviewed regularly to meet current safety standards.
Pier/Jetty to Assist Boat Launching and Retrieval	Having a pier or jetty adjacent to a boat ramp will assist to increase the efficiency of boat launching and retrieval.
Primary Car and Trailer Parking Facility	Each recreational boating facility site should have adequate primary car parking to meet the need of the user base for the facility and should be in accordance with this Plan.
Public Toilets	Public toilets should be provided at facilities identified as having a regional, district or local role. Public toilets are managed through Council's Public Toilet Strategic Plan.
Fish Cleaning	Fish cleaning facilities should be provided as appropriate at all sites that are well used by boat based and shore-based anglers.
Pump-out	Sewerage pump-out facilities where possible may be provided at regional facilities.
Fuel	Fuelling facilities will not be provided by Wellington Shire Council.
Pedestrian Paths, Access to Car Parks and Boat Retrieval Facilities	Pedestrian paths leading from car parks to boat ramps should be provided at well used sites.
Public Lighting	Public lighting to boat ramps should be provided at all boat ramps.
Overflow Car and Trailer Parking Facility	Overflow trailer parking may be necessary at highly utilised boating facilities at peak usage times. Where



	there is sufficient area, sealed or unsealed hardstands may be provided to meet peak parking needs. Where space is deemed insufficient for peak times, the surrounding road and street network may be utilised.
Site Environment and Amenity	Maintenance and enhancement of site amenity and the surrounding natural environment is important at all sites. Indigenous landscaping, water sensitive urban design and other environmental management approaches should be considered and implemented when facilities are identified for upgrade.



The Heart of Gippsland

Regional Boating Facilities

Port of Sale

The township of Sale is a major population centre, but a number of factors have prevented its Port precinct reaching its full potential as a boating destination.

Access to the port is restricted by height limitations due to the Swing Bridge situated three kilometres south of the port. The Swing Bridge is opened to allow for boating movements at identified times and can be opened by prior arrangement, as required. The area between Sale and the Swing Bridge is also regularly used for rowing.

Existing Facilities

Criteria	Current
Number of Ramps	2
Boat ramp gradient	1:9
Boat ramp surface	Good
Boat holding structures	Fixed jetty and floating pontoon
Trailer rigging and/or de-rigging areas	No formal areas identified
Vehicle manoeuvring areas	Approx. 2,200m ²
Parking capacity (Car and Trailer parking spaces)	Min. 50 (unmarked, unsealed)

The Future

The Port of Sale precinct has been identified by the GCBBCAP 2013 to fulfil a role as a regional boating facility. To this end, potential updates to the existing infrastructure to improve access and amenity may include:

- Replacement of fixed jetty and use of floating pontoons;
- Installation of additional floating pontoons to improve public access and amenity;
- Sealing of parking spaces to ensure adequate formal parking, manoeuvring and trailer rigging/de-rigging space; and
- Works in partnership with the Boating Club to improve public and private space access and amenity.

Features	Regional Boating Precinct	Existing Facilities	Potential Facilities
Safe Harbour	●	✓	✓
Public Access	✓	✓	✓
Car Parking	✓	✓	✓
Boat Ramps	✓	✓	✓
Pier/Jetty	●	✓	✓
Public Berths (Itinerant)	✓	✓	✓
Wet Berths	●	✓	✓



The Heart of Gippsland

Features	Regional Boating Precinct	Existing Facilities	Potential Facilities
Mooring Jetties	✓	✓	✓
Swing Moorings	●	x	■
Pump-out	✓	✓	✓
Toilets	✓	✓	✓
Wash Down	✓	x	x
Fish Cleaning	●	x	■
Signage	✓	✓	✓
Service Utilities (Power/water/lighting)	✓	✓	✓
Capacity for Major Public Boating Events	●	✓	✓
Boat Hire/Charter	●	x	■
Commercial Vessel Berthing Facilities	●	x	■
Recreational Facilities (Picnic Tables, BBQs)	✓	✓	✓



Port Albert

Port Albert is one of Victoria's oldest sea ports. It is adjacent to the Nooramunga Marine and Coastal Park and protected from Bass Strait by several barrier islands and is located within the Corner Inlet Ramsar site.

It offers the most immediate access to the ocean from the Latrobe Valley area. Port Albert is a village of approximately 300 residents. It is a popular recreational fishing area with its waters protected by 30 small islands. It is a premier recreational boating location in Wellington, capable of launching small and large boats. The Victorian Coastal Strategy identifies Port Albert as a regional boating location.

The Port Albert Boating Facility has undergone major capital works to double the number of boat ramp lanes, replacement of the old timber jetty with a floating pontoon and installation of two new laybys and fish cleaning facilities. Lighting has been installed at the boat ramps and also on the floating pontoons to increase all-weather/hour's access and useability.

All recreational boating facilities in this area are tide affected, with access restricted at various stages of the tidal cycle. The tidal influence impacts the size and type of craft for which access can be consistently maintained.

Existing Facilities

Criteria	Current
Number of Ramps	4
Boat ramp gradient	1:8
Boat ramp surface	Excellent
Boat holding structures	2 x Floating pontoons including laybys
Trailer rigging and/or de-rigging areas	4 x formal rigging bays; 6 x formal de-rigging bays
Vehicle manoeuvring areas	Approx. 1050m ² dedicated manoeuvring space
Parking capacity (Car and Trailer parking spaces)	70 (marked, sealed)

The Future

- Review provision of onsite boat washing facilities;
- After 12 months, review operation of new boat ramps and consider requirement for centre floating pontoon to improve launching and retrieval.

Features	Regional Boating Precinct	Existing Facilities	Potential Facilities
Safe Harbour	●	✓	✓
Public Access	✓	✓	✓
Car Parking	✓	✓	✓
Car Access to Beach	●	×	×
Boat Ramps	✓	✓	✓



The Heart of Gippsland

Features	Regional Boating Precinct	Existing Facilities	Potential Facilities
Pier/Jetty	●	✓	✓
Public Berths (Itinerant)	✓	✓	✓
Wet Berths	●	✓	✓
Mooring Jetties	✓	✓	✓
Swing Moorings	●	✓	×
Fuel	●	×	×
Pump-out	✓	✓	✓
Toilets	✓	✓	✓
Wash Down	✓	✓	✓
Fish Cleaning	●	✓	✓
Signage	✓	✓	✓
Service Utilities (Power/water/lighting)	✓	✓	✓
Capacity for Major Public Boating Events	●	✓	✓
Boat Hire/Charter	●	✓	✓
Commercial Vessel Berthing Facilities	●	✓	✓
Recreational Facilities (Picnic Tables, BBQs)	✓	✓	✓



The Heart of Gippsland

Loch Sport

Loch Sport is centrally located within the Gippsland Lakes system. It is a linear township (approximately 5.5 km long and 0.5 km wide) sitting between Lake Victoria and Lake Reeve and contained at each end by National and Coastal Parks.

Boating facilities at Loch Sport are spread across 3 areas, referred to as Charlies Street, Seagull Drive and The Boulevard. Loch Sport has been identified as having a future role as a regional boating precinct. All facilities across the 3 sites are included in this assessment i.e. if one facility complies, all three are deemed to comply.

In peak times these facilities are well used, and the provision of adequate parking can be an issue.

Recent works at the Charlies Street Boat Ramp have increased the number of boat ramp lanes by one and includes installation of a new fixed jetty and floating pontoon. Minor carparks works were completed to improve vehicle manoeuvring space at the boat ramps.

All three boat ramps are subject to sand build up from time to time. Access to all three facilities cannot be guaranteed, however, appropriate action will be undertaken to clear sand and maintain access to at least one facility at all times.

Existing Facilities

Charlies Street

Criteria	Current
Number of Ramps	3
Boat ramp gradient	1:8
Boat ramp surface	Very Good
Boat holding structures	Fixed jetty and floating pontoon
Trailer rigging and/or de-rigging areas	No formal areas identified
Vehicle manoeuvring areas	Approx. 550m ²
Parking capacity (Car and Trailer parking spaces)	46 (marked, sealed)

Seagull Drive

Criteria	Current
Number of Ramps	1
Boat ramp gradient	1:8
Boat ramp surface	Fair
Boat holding structures	Nil
Trailer rigging and/or de-rigging areas	No formal areas identified
Vehicle manoeuvring areas	Approx. 350m ²
Parking capacity (Car and Trailer parking spaces)	Min. 20 (unmarked, sealed)



The Heart of Gippsland

The Boulevard

Criteria	Current
Number of Ramps	1
Boat ramp gradient	1:6
Boat ramp surface	Fair
Boat holding structures	Nil
Trailer rigging and/or de-rigging areas	No formal areas identified
Vehicle manoeuvring areas	Approx. 440m ²
Parking capacity (Car and Trailer parking spaces)	Min. 15 (unmarked, unsealed)

The Future

- Review and upgrade of public lighting;
- Continue ongoing boat ramp sand monitoring and removal at Charlies Street Boat Ramp, to ensure access for recreation users;
- Continue seasonal clearing of Seagull Drive and National Park boat ramps prior to Melbourne Cup weekend, Christmas and Easter holidays;
- Review parking at the Charlies Street Boat ramp.

Features	Regional Boating Precinct	Existing Facilities	Potential Facilities
Safe Harbour	●	×	×
Public Access	✓	✓	✓
Car Parking	✓	✓	✓
Car Access to Beach	●	×	×
Boat Ramps	✓	✓	✓
Pier/Jetty	●	✓	✓
Public Berths (Itinerant)	✓	✓	✓
Wet Berths	●	✓	✓
Mooring Jetties	✓	✓	✓
Swing Moorings	●	×	×
Pump-out	✓	✓	✓
Toilets	✓	✓	✓
Wash Down	✓	×	×
Fish Cleaning	●	✓	✓
Signage	✓	✓	✓
Service Utilities (Power/water/lighting)	✓	✓	✓
Capacity for Major Public Boating Events	●	✓	✓
Boat Hire/Charter	●	×	×
Commercial Vessel Berthing Facilities	●	×	×
Recreational Facilities (Picnic Tables, BBQs)	✓	✓	✓



The Heart of Gippsland

District Boating Facilities

McLoughlin's Beach

McLoughlins Beach is a small community surrounded by the Nooramunga Marine and Coastal Park and occurs within the Corner Inlet Ramsar Site. Recreational boating and fishing are popular with people coming from the Latrobe Valley and further afield to fish. It is separated from nearby Bass Strait by barrier islands. There are a number of entrances to Bass Strait, with the one closest to McLoughlins Beach located approximately five kilometres from the boat ramp via a meandering channel. Access to the entrance can change erratically due to the dynamic coastal processes at this location.

All recreational boating facilities in this area are tide affected, with access restricted at various stages of the tidal cycle. The tidal influence impacts the size and type of craft for which access can be consistently maintained.

The area is low lying and susceptible to the effects of climate change and coastal erosion.

Existing Facilities

Criteria	Current
Number of Ramps	2
Boat ramp gradient	1:8
Boat ramp surface	Good
Boat holding structures	Fixed jetty and floating pontoons
Trailer rigging and/or de-rigging areas	2 x de-rigging bays; 4 x unmarked rigging bays
Vehicle manoeuvring areas	Approx. 500m ² immediately adjacent to boat ramp
Parking capacity (Car and Trailer parking spaces)	Min. 70 (unmarked, unsealed)

The Future

Future works at the McLoughlins Boating Facility may include the following:

- Review parking facilities;
- Maintain modern fish cleaning facilities.

Features	District Boating Facility	Existing Facilities	Potential Facilities
Safe Harbour	●	x	x
Public Access	✓	✓	✓
Car Parking	✓	✓	✓
Car Access to Beach	●	x	x
Boat Ramps	●	✓	✓
Pier/Jetty	●	✓	✓
Public Berths (Itinerant)	●	x	x



Features	District Boating Facility	Existing Facilities	Potential Facilities
Wet Berths	●	x	x
Mooring Jetties	●	✓	✓
Swing Moorings	●	x	x
Fuel	●	x	x
Pump-out	●	x	x
Toilets	✓	✓	✓
Wash Down	●	x	x
Fish Cleaning	●	✓	✓
Signage	✓	✓	✓
Service Utilities (Power/water/lighting)	✓	✓	✓
Boat Hire/Charter	●	x	x
Capacity for Major Public Boating Events	x	x	x
Commercial Vessel Berthing Facilities	●	x	x
Recreational Facilities (Picnic Tables, BBQs)	●	✓	✓



The Heart of Gippsland

Marlay Point

Marlay Point is a popular destination for water-based activities on the western end of the Gippsland Lakes. The Gippsland Lakes Yacht Club is located on the site and is a focal point of activity. The area is popular with swimmers and campers.

Maintenance dredging was coordinated and undertaken by Gippsland Ports in early 2018 and was able to achieve a safe channel depth of between 0.9m and 1.3m. This will provide increased access opportunities for all users of the facility. Evidence indicates that further dredging would not be required under current conditions for more than 20 years.

Existing Facilities

Criteria	Current
Number of Ramps	2
Boat ramp gradient	1:8
Boat ramp surface	Good
Boat holding structures	Floating pontoon
Trailer rigging and/or de-rigging areas	No formal areas identified
Vehicle manoeuvring areas	Approx. 620m ²
Parking capacity (Car and Trailer parking spaces)	Minimum 15 (unmarked, sealed)

The Future

Marlay Point is a popular spot for recreational boat users and campers. As such improvement of local amenities should be considered. These may include:

- Review parking facilities;
- Maintain modern fish cleaning facilities.

Features	District Boating Facility	Existing Facilities	Potential Facilities
Safe Harbour	●	x	x
Public Access	✓	✓	✓
Car Parking	✓	✓	✓
Car Access to Beach	●	x	x
Boat Ramps	●	✓	✓
Pier/Jetty	●	✓	✓
Public Berths (Itinerant)	●	x	x
Wet Berths	●	x	x
Mooring Jetties	●	x	x
Swing Moorings	●	x	x
Fuel	●	x	x
Pump-out	●	x	x



The Heart of Gippsland

Toilets	✓	✓	✓
Wash Down	●	x	x
Fish Cleaning	●	x	■
Signage	✓	✓	✓
Service Utilities (Power/water/lighting)	✓	✓	✓
Capacity for Major Public Boating Events	x	✓	✓
Boat Hire/Charter	●	x	x
Commercial Vessel Berthing Facilities	●	x	x
Recreational Facilities (Picnic Tables, BBQs)	●	✓	✓



The Heart of Gippsland

Hollands Landing

Hollands Landing is a small fishing community on the McLennan Straits. There is a caravan park and store adjacent to the boat ramp area which is busy in peak times, when fishing in the McLennan Straits is good.

A Master Plan for Hollands Landing was developed in 2007, which identified the relocation of the boat ramp. A new boat ramp was designed and constructed in 2009. Any further development of facilities at this site is restricted by a lack of services; particularly power and water.

Existing Facilities

Criteria	Current
Number of Ramps	2
Boat ramp gradient	1:8
Boat ramp surface	Excellent
Boat holding structures	2 x fixed jetties and 2 x floating pontoons
Trailer rigging and/or de-rigging areas	No formal areas identified
Vehicle manoeuvring areas	Approx. 800m ²
Parking capacity (Car and Trailer parking spaces)	Min. 10 (unmarked, sealed)

The Future

Future works at Hollands Landing may include:

- Review parking facilities;
- Maintain modern fish cleaning facilities.

Features	District Boating Facility	Existing Facilities	Potential Facilities
Safe Harbour	●	x	x
Public Access	✓	✓	✓
Car Parking	✓	✓	✓
Car Access to Beach	●	x	x
Boat Ramps	●	✓	✓
Pier/Jetty	●	✓	✓
Public Berths (Itinerant)	●	✓	✓
Wet Berths	●	x	x
Mooring Jetties	●	✓	✓
Swing Moorings	●	x	x
Fuel	●	x	x
Pump-out	●	x	x
Toilets	✓	✓	✓
Wash Down	●	x	x



The Heart of Gippsland

Fish Cleaning	●	✓	✓
Signage	✓	✓	✓
Service Utilities (Power/water/lighting)	✓	x	■
Capacity for Major Public Boating Events	x	x	x
Boat Hire/Charter	●	x	x
Commercial Vessel Berthing Facilities	●	x	x
Recreational Facilities (Picnic Tables, BBQs)	●	x	x



The Heart of Gippsland

Basic Boating Facilities

Manns Beach

Manns Beach is a small coastal village boarded by the Nooramunga Marine and Coastal Park and is located within the Corner Inlet Ramsar Site.

Recreational boating facilities consist of a small boat ramp and a timber jetty (managed by Gippsland Ports). Small boats are launched at the ramp, often by tractor. The Manns Beach foreshore area is an active focal point for the community with the Community Hall, playground and a parking area located at the site.

All recreational boating facilities in this area are tide affected, with access restricted at various stages of the tidal cycle. The tidal influence impacts the size and type of craft for which access can be consistently maintained.

Existing Facilities

Criteria	Existing
Number of Ramps	1
Boat ramp gradient	1:8
Boat ramp surface	Excellent
Boat holding structures	Nil
Trailer rigging and/or de-rigging areas	No formal areas identified
Vehicle manoeuvring areas	Approx. 750m ²
Parking capacity (Car and Trailer parking spaces)	Min. 30 (unmarked, unsealed)

The Future

Future works at Manns Beach may include:

- Review parking facilities;
- Maintain modern fish cleaning facilities on Gippsland Ports Jetty.

Manns Beach Features	Basic Boating Facility	Existing Facilities	Potential Facilities
Safe Harbour	x	x	x
Public Access	✓	✓	✓
Car Parking	✓	✓	✓
Car Access to Beach	●	x	x
Boat Ramps	●	✓	✓
Pier/Jetty	●	✓	✓
Public Berths (Itinerant)	x	x	x
Wet Berths	x	x	x
Mooring Jetties	x	x	x
Swing Moorings	●	x	x
Fuel	x	x	x



The Heart of Gippsland

Manns Beach Features	Basic Boating Facility	Existing Facilities	Potential Facilities
Pump-out	x	x	x
Toilets	x	✓	✓
Wash Down	x	x	x
Fish Cleaning	●	✓	✓
Signage	✓	✓	✓
Service Utilities (Power/water/lighting)	x	x	■
Capacity for Major Public Boating Events	x	x	x
Boat Hire/Charter	x	x	x
Commercial Vessel Berthing Facilities	x	x	x
Recreational Facilities (Picnic Tables, BBQs)	●	✓	✓



Seacombe

Seacombe is a small isolated recreational boating facility suitable for launching small boats only. It is accessed via a gravel road.

Users of this site are most likely local anglers accessing the McLennan Straits and greater Gippsland lakes system.

Existing Facilities

Criteria	Current
Number of Ramps	1
Boat ramp gradient	1: 9
Boat ramp surface	Good
Boat holding structures	Nil
Trailer rigging and/or de-rigging areas	No formal areas identified
Vehicle manoeuvring areas	Approx. 600m ²
Parking capacity (Car and Trailer parking spaces)	Min. 18 (marked, sealed)

The Future

The future of the Seacombe Boating Facility may include:

- Replacement of Boat ramp;
- Installation of boardwalks along north-eastern and south-western approaches to the boat ramp;
- Review parking facilities;
- Maintain modern fish cleaning facilities.

Features	Basic Boating Facility	Existing Facilities	Potential Facilities
Safe Harbour	x	x	x
Public Access	✓	✓	✓
Car Parking	✓	✓	✓
Boat Ramps	●	✓	✓
Pier/Jetty	●	✓	✓
Public Berths (Itinerant)	x	x	x
Wet Berths	x	x	x
Mooring Jetties	x	x	x
Swing Moorings	●	x	x
Fuel	x	x	x
Pump-out	x	x	x
Toilets	x	x	x
Wash Down	x	x	x
Fish Cleaning	●	x	■



The Heart of Gippsland

Features	Basic Boating Facility	Existing Facilities	Potential Facilities
Signage	✓	✓	✓
Service Utilities (Power/water/lighting)	x	x	x
Capacity for Major Public Boating Events	x	x	x
Boat Hire/Charter	x	x	x
Commercial Vessel Berthing Facilities	x	x	x
Community Facilities (Including Club Rooms)	x	x	x
Recreational Facilities (Picnic Tables, BBQs)	●	x	■



The Heart of Gippsland

Opportunities for Improvement

Projects, actions and funding are outlined and identified for inclusion through Council's Annual Capital Works Budget. Actions are assessed against the following established criteria:

- The type of project,
- The level of the site on the recreational boating facilities hierarchy,
- Whether the project is a renewal, upgrade or expansion,
- The current level of use, and
- The level of risk (in not undertaking the action).

Identified projects are prioritised as part of the forward capital program. Potential funding sources should be identified for major capital works. External grant funding should be sourced to assist with the implementation of projects.

Potential sources of grant funding include:

- Victorian Fisheries Authority website;
- Department of Transport (including the Boating Safety and Facilities Program)
www.transport.vic.gov.au/grants.

Monitoring is essential to track the success of the Wellington Recreational Boating Strategic Plan in meeting the vision and objectives for the Wellington Shire. To meet this need, a forward capital program and review process shall be presented to Council periodically.



References

There are legislation, policies and strategies that apply to the planning, management and development of recreational boating facilities in Gippsland, which include but are not limited to:

Legislation

- *Environment Protection and Biodiversity Conservation Act 1999 (Commonwealth)*,
- *Native Title Act 1993 (Commonwealth)*,
- *Coastal Management Act 1995*,
- *Crown Land (Reserves) Act 1978*,
- *Planning and Environment Act 1987*,
- *Heritage Act 1995*,
- *Traditional Owner Settlement Act 2010*,
- *Aboriginal Cultural Heritage Act 2006*,
- *Environment Protection Act 1970*,
- *Flora and Fauna Guarantee Act 1988*,
- *Fisheries Act 1995*,
- *National Parks Act 1975*,
- *Land Act 1958*,
- *Marine Safety Act 2010*,
- *Pollution of Waters by Oil and Noxious Substances Act 1986*,
- *Port Management Act 1995*, and
- *Climate Change Act 2017*.

Policies and Strategies

- *Victorian Coastal Strategy 2014*,
- *Victorian Climate Change Adaptation Plan 2017-2020*,
- *State Environment Protection Policy (Waters of Victoria) 2003*,
- *Gippsland Boating Coastal Action Plan 2013*,



- East Gippsland Regional Catchment Strategy 2013-2019,
- West Gippsland Regional Catchment Strategy 2013-2019, and
- Victorian planning provisions, including the State planning policy framework and the Local planning Policy framework.

Guidelines and Other Documents

- Gippsland Regional Coastal Plan 2015 – 2020,
- Ramsar convention on wetlands,
- Guidelines for dredging, Best practice environmental management series (EPA 2001),
- Siting and design guidelines for structure on the Victorian coast (VCC 1998),
- Gippsland Lakes coastal action plan 1999,
- Integrated coastal planning for Gippsland coastal action plan 2002,
- Committee of management responsibilities and good practice guidelines 2015,
- Structure plans and urban design frameworks,
- Coastal Acid Sulphate Soils Strategy 2009,
- Boating Safety Signage & Buoyage Guidelines (Transport Safety Victoria),
- National Aquatic and Recreational Signage Style Manual Third Edition (2006).



The Heart of Gippsland

ITEM:C4.2**RESIDENTIAL ROAD AND STREET CONSTRUCTION PLAN**

DIVISION: BUILT AND NATURAL ENVIRONMENT

ACTION OFFICER: MANAGER BUILT ENVIRONMENT

DATE: 4 DECEMBER 2018

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

OBJECTIVE

The objective of this report is for Council to approve the draft Residential Road and Street Construction Plan, as attached, and release it for community consultation for a period of eight weeks.

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

That Council approve the draft Residential Road and Street Construction Plan, as attached, and release it for community consultation for a period of eight weeks.

BACKGROUND

The Residential Road and Street Construction Plan 2014 was adopted by Council in 2014. The Plan was developed as a solution to long standing issues associated with substandard residential roads and streets throughout Wellington Shire using Roads to Recovery (R2R) funding previously allocated to Councils Bridge Replacement Program. To this date, Council has completed construction of the following projects:-

- Cunninghame Street, Sale
- Pearson / Simpsons Streets, Sale
- Dundas Street (north), Sale
- Dundas Street (south), Sale

Council adopted four projects which are currently pending or in the construction phase. These projects include: -

- McMillan Crescent, Yarram
- Marley Street (south), Sale
- Merry Street, Maffra
- Riverview Road, Wurruk

Projects for Port Albert, Boggy Creek Road, Longford, and Bruce Street, Yarram, are currently in the design phase following initial discussion with residents. The plan will guide future capital works and have an increased focus on unsealed roads in Small and Coastal townships. The final Residential Road and Street Construction Plan expected to be presented to Council in April 2019 following extensive community engagement.

In 2018, a review of the document was undertaken to ensure it remained relevant and contemporary amongst others. This review included the proposal for a fixed fee funding model. The new Plan places a stronger emphasis on the construction and sealing of unsealed residential streets in Council's small and Coastal townships.

OPTIONS

Council has the following options available:

1. Approve the draft Residential Road and Street Construction Plan, as attached, and release it for community consultation for a period of eight weeks. or
2. To not approve the release at this time and request further information relating to the plan.

PROPOSAL

That Council approve the draft Residential Road and Street Construction Plan, as attached, and release it for community consultation for a period of eight weeks.

CONFLICT OF INTEREST

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

FINANCIAL IMPACT

The draft Wellington Recreational Boating Facilities Plan, if adopted will guide Council's priorities for Council's future investment in recreational boating facilities.

COMMUNICATION IMPACT

The draft Residential Road and Street Construction Plan will have a positive communication impact. The Plan will provide opportunities for community and key stakeholder engagement during project planning.

LEGISLATIVE IMPACT

The draft Residential Road and Street Construction Plan references current relevant legislative and regulatory requirements.

COUNCIL PLAN IMPACT

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

Strategic Objective 2.1

Council services and infrastructure are responsive to identified current and future community needs within budgeted parameters.

Strategy 2.1.1

Undertake service delivery and infrastructure master planning to provide community assets in response to identified needs.

Strategic Objective 2.2

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

Strategy 2.2.1

Develop asset management plans in conjunction with service level plans for all council facilities and infrastructure.

Strategy 2.2.3

Continue to maintain and enhance Council's built environment for public amenity and long-term sustainability.

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

RESOURCES AND STAFF IMPACT

This project will be undertaken with the resources of the Built Environment unit.

COMMUNITY IMPACT

The community will have the opportunity to provide feedback relating to the draft Residential Road and Street Construction Plan, including the fixed rate funding model and identified projects.

ENGAGEMENT IMPACT

Community engagement will be in accordance with the Community Engagement Plan developed for this project, which includes media releases, social media information and information sessions where appropriate.

DRAFT

WELLINGTON SHIRE COUNCIL

Residential Road and Street Construction Plan



Residential Road and Street Construction Plan Draft 2019



Wellington Shire Council

1. Introduction

Since its adoption in 2014, the Residential Road and Street Construction Plan 2014 provided a response to long standing issues associated with substandard residential roads and streets throughout Wellington Shire.

The Plan established service levels for Wellington's major urban centres and small and coastal townships. The existing road and street network was assessed against the identified service levels, and a significant gap was identified. The Residential Road and Street Construction Plan 2014 provided a means of addressing this service level gap. Several projects have been successfully completed under the Plan.

The review of the Plan aims to achieve improved processes in planning and implementing schemes, to enhance the liveability of township areas across the shire. The Plan sets out to upgrade all identified roads and streets which are not in line with the established service levels. Many properties in urban centres and small and coastal townships are located on roads which are not in line with the established level of service. The Plan aims to prioritise the upgrade of roads that have been identified as gaps in a programmed manner.

A focus on small and coastal townships with unsealed residential streets has been identified. Some towns which will be considered for upgrade as part of this plan are:

- o Coongulla
- o Port Albert
- o Manns Beach
- o Robertsons Beach
- o Longford
- o The Honeysuckles
- o Paradise Beach
- o Golden Beach
- o Seaspray
- o Cowwarr

Council is committed to providing improved community engagement through proposed changes to the special charge scheme process.

The implementation of the Residential Road and Street Construction Plan 2019 will greatly assist in the realisation of the Council Plan 2017-2021, *Services and Infrastructure*, which states the following strategic objective and related strategies:



The Heart of Gippsland

Strategic Objective

'Continued improvement to Wellington Shire's connectivity with further developed, accessible transport networks'

Strategy 2.4.2

"Continue to maintain and enhance Council's road assets infrastructure."

Wellington Shire Council conducts special charge schemes in line with policy number 4.2.4 *Special Charge Schemes – Roads, Street & Drainage Development.*

2. Current Issues

Within the six major urban centres, roads and streets have been identified which have previously not been designed or constructed to a standard that adequately supports the current level of development they contain. Many of these roads and streets are either unsealed or partially constructed and sealed.

Within Wellington's small and coastal townships, many streets are unsealed and have developed over time from basic tracks. At many of these locations, alignments are not designed and do not allow adequately for storm water. Many have gravel or grass shoulders that result in very low amenity, and often the drainage provided is inadequate.

The current situation has led to dissatisfaction, reduced amenity and reduced liveability for residents. It has also resulted in high demands for asset maintenance, and the discouragement of higher density development in established urban areas.

Community survey results from 2017 reveal that the categories of 'Local streets and footpaths', 'Sealed local roads' and 'Unsealed roads' are within the top seven of all Council services for importance. However these categories fall within the five lowest performing of all Council services. As a result, these three areas are now regarded as priority improvement areas.

Despite residential roads and streets only making up 12.5% of the road network, with approximately 36% of all customer requests in 2017/18 are related to road assets in residential areas.

These customer requests indicate the need for a shift of focus towards road related infrastructure environment within residential areas. The review of the Plan has identified these results are due to the lesser standard of infrastructure as opposed to insufficient investment in maintenance.



3. Service Levels

There are two discrete levels of service identified for residential roads and streets; Major Urban Centres and Small and Coastal Townships. These levels of service are developed in line with the Infrastructure Design Manual (IDM), which Council has utilises for the majority of new road related infrastructure.

3.1 Major Urban Centres

The level of service determined for roads and streets within Wellington's six Major Urban Centres of Sale, Maffra, Yarram, Rosedale, Stratford and Heyfield, are:

- Fully designed and constructed sealed urban streets,
- Kerb and Channel
- Underground drainage
- Accessible footpaths and street crossings
- The provision of urban street trees

The cost of urban construction for this Plan is estimated at \$1500 per lineal metre, or \$1.5M per kilometre, however costs can vary depending on site specific factors.

3.2 Small & Coastal Townships

The level of service for roads and streets within Wellington's Small and Coastal Townships include:

- Sealed Roads and Streets, to a width of approximately 6.0m
- Open drain network
- Some kerb and channel at intersections and other key locations
- Driveways with appropriately sized culvert and end walls

The cost of small and coastal construction for this Plan is estimated at \$500 per lineal meter, or \$500,000 per kilometre, however costs can vary depending on site specific factors.

3.3 Extent of Service Gap

The service level gap is derived from assessing the existing road network against the established level of service as outlined in the IDM.

Currently, 12 km of residential streets within major urban centres, and 50.4 km within small and coastal townships have been identified as requiring upgrade. These figures represent the gap between existing service levels and those considered suitable. This total, 63.4 km length, equates to approximately 20% of all residential roads and streets.

Based on this total length, approximately \$42M worth of works are required to upgrade all residential roads and streets within Wellington Shire to the established level of service.

The following table indicates the service gaps for each township. Each township is summarised with a map identifying specific roads and streets in Appendix A.



Town	No. of Roads and Streets	Extent of Service Gap (km)
ALBERTON	11	3.77
COONGULLA	16	4.88
COWWARR	3	0.5
GLENMAGGIE	10	3.37
GOLDEN BEACH	16	6.47
HEYFIELD	5	1.12
THE HONEYSUCKLES	16	4.36
LANGSBOROUGH	1	0.08
LONGFORD	14	5.13
MAFFRA	19	5.95
MANNS BEACH	4	1.4
NEWRY	4	0.49
PARADISE BEACH	22	9.97
PORT ALBERT	13	3.85
ROBERTSONS BEACH	5	1.65
ROSEDALE	1	0.12
SALE	6	1.83
SEASPRAY	6	2.48
STRATFORD	8	2.18
TARRAVILLE	3	0.7
WOODSIDE BEACH	4	1.01
WURRUK	1	0.28
YARRAM	4	0.85

4 Benefits from Improved Levels of Service

The established levels of service for Major Urban Centres and Small and Coastal Townships will provide the following benefits for adjoining residents and the general public:

- Improved amenity and liveability for residents and community through better quality infrastructure and streetscape
- Reduction of road related dust in townships
- Improved tank water quality for properties in small and coastal townships
- Improved safety for motorists and pedestrians with constructed road and path infrastructure, that is not prone to rapid degradation
- Improved accessibility for the all members of the community through well designed crossing points that link to the footpath network
- Decreased maintenance costs incurred by Council, through reduced demand associated with upkeep of poorly constructed roads, streets, drains and paths.
- Increased community satisfaction via the provision of infrastructure that meets current expectations.
- Improved protection from storm events for abutting properties through appropriately designed roads and streets with the ability to retain water in high intensity rainfall within the road reserve.
- Improved high density development opportunities within existing urban environments



The Heart of Gippsland

Reduced maintenance cost

Reduced maintenance costs will be more pronounced within the Small and Coastal Townships as all identified roads and streets in these locations are primarily unsealed. Upgrading to the prescribed service level will reduce ongoing maintenance and renewal costs by approximately \$100,000 per kilometre over the next 30 years, approximately 20% of the cost of upgrade.

Full construction of partially constructed streets within the Major Urban Centres will reduce maintenance costs, as open drains and unsealed verges will no longer exist. This saving accounts for approximately 10% of the cost of the upgrade over the next 30-year period.

5 Review of Road & Street Construction Plan 2014

All investment in residential road and street upgrades since the adoption of the Residential Road and Street Construction Plan 2014 has been based on a policy of cost recovery via Special Charge Schemes and R2R funding.

Typically, road and street construction within townships have been in line with the identified two levels of service; Major Urban Centres and Small and Coastal Townships.

As the previous Plan was developed in 2014, Council has undertaken a review of the Residential Road and Street Construction Plan. The review has identified modifications to ensure a smoother, more transparent, and more efficient process.

Major Urban Centres

The implementation of the previous Plan resulted in strong resident support for a number of streets in Major Urban Centres during the 2013-2017 period. Five urban streets have now successfully completed. The streets are:

- Cunninghame street – Sale
- Pearson/Simpson street – Sale
- Dundas Street (North) – Sale
- Dundas Street (South) – Sale
- Merry Street – Maffra

The following schemes in Major Urban Centres are due to be completed before June 2019:

- McMillan Crescent - Yarram
- Marley Street - Sale
- Riverview Road – Wurruk

In addition, Bruce Street, Yarram, is currently in the design and consultation phase.

Small and Coastal Towns

The implementation of the previous Residential Road and Street Construction Plan, focused on street schemes in urban areas, due to resident support and property owner requests. Under the previous Plan, no schemes in minor urban or small and coastal towns were completed. Initial consultation and design has commenced for Port Albert township and Boggy Creek Road, Longford.



Percentage based funding model

In the previous funding model, Special Charges were percentage-based amounts which varied per property and per scheme. It derived a charge based on a percentage funding model created from the road or street hierarchy outlined in Council's Road Management Plan. Planning for future works were influenced by renewal requirement, reduction in maintenance costs and amount of broad community benefit. Special charge rates per property were derived from property frontage, length and type of road, and number of property accesses. This resulted in people paying differing amounts for access for the same levels of service.

The previous special charge process has become challenging with increasing process and low residential density. In Small and Coastal Towns, Council's percentage contribution was less than that of urban centres.

In urban centres such as Maffra, Heyfield and Stratford, it was calculated that schemes would become more expensive due to large property frontages and less housing density. It was determined that if costs became more excessive to property owners, the schemes would be less likely to be supported.

Timing between initial consultation and construction has been identified as an area that could be improved. The previous plan outlined an expected 12-month time period between initial consultation and the commencement of construction. In practice, this timeframe has proved unattainable, with an average timeframe of 24 months from initial consultation to the start of construction. The need to have full detailed designs, cost estimates, and property apportionments completed prior to scheme implementation has caused delays in scheme progression.

The 2014 Plan resulted in uncertainty of cost for scheme participants and extended consultation timeframes. Detailed designs for streets were required before a final estimate and cost apportionments could be completed.

Level of resident support for schemes

The 2014 Plan identified 70% support from scheme participants for the scheme to progress. For some schemes, the initial response rate was poor and required further follow up to inform Council of the scheme participants views.

A new 60% level of support has been recommended as part of this review. The reduced percentage is designed to achieve an improved initial response rate and allow schemes to progress sooner, where supported by the majority of property owners

Improvements to process and construction

- **Driveways**

Driveways will be reinstated with crushed rock, unless a concrete driveway existed prior to the scheme. Residents have the option to upgrade their driveway to concrete as part of the special charge scheme, with cost of crushed rock reinstatement credited towards the upgrade to concrete. Any driveway upgrades are to be completed by the lead contractor during construction works. Laybacks are to be provided in the kerb for all existing driveways.

- **Nature Strips**

Property owners are to be kept informed with the process of reinstating nature strips after the construction works have been completed. To achieve the best results for nature strip reinstatement, nature strips will generally be seeded in either Autumn or Spring depending



on the timing of the project, with trees being planted in Winter. A special charge scheme does not include ongoing maintenance for nature strips. Once the scheme is completed and nature strips levelled and seeded, property owners are expected to provide regular watering and mowing to ensure establishment of good quality grassed nature strips.

- **Kerb profiles**

Kerb profiles are to be designed and installed in line with the IDM. During initial consultation, scheme participants will be given the option to choose the kerb profile for their street, provided it is considered appropriate.

6 Residential Road and Street Reconstruction Funding Model

6.1 Available Funding for Residential Roads and Streets

Funding for residential road and street construction within towns includes the following:

- The Commonwealth Government R2R Program which commenced in January 2001 is specifically aimed at local roads, bridges and related road infrastructure. The Commonwealth has given a strong indication that the Roads to Recovery Program will continue to provide Wellington Shire Council with approximately \$2.5M per year over the 5-year 2019 – 2023 period.
- Special Charge Schemes where property owners contribute towards roads, street and drainage upgrades.

Wellington Shire Council has previously invested the majority of Roads to Recovery (R2R) funding in the reconstruction of Council bridges. This has resulted in a very successful reconstruction program. Remaining bridge assets are of a lower priority, being located on low impacted roads where they do not present a significant constraint to the function of the road network.

Over the last 5 years, the 2014 Plan has successfully redirected R2R funding towards supporting the upgrade of residential and local streets through special charge schemes.

The Residential Road and Street Construction Plan 2019 will continue to allocate R2R funding towards special charge schemes, with a greater focus on completing unsealed residential streets in small and coastal townships. The new funding process for residents aims to deliver all identified schemes in a timely manner, including the expenditure of allocated R2R funding.

6.2 Fixed Rate Contribution Model

A funding model where a fixed Rate contribution is applied to a property based on the resulting level of service for that town, is proposed as part of this review. This funding contribution is:

- A fixed rate of \$6000 set for Major Urban Centres where kerb, channel, footpaths and underground drainage is provided.
- A fixed rate of \$3,600 set for small and coastal towns where sealed roads, open drains and some kerb at intersections are provided.



	Urban Centres	Small and Coastal Townships
Contribution from Property Owners	\$6,000	\$3,600

The Fixed Rate Contribution Model aims to achieve a greater level of equity and fairness in schemes, by providing a fixed fee for each property as per the established level of service. The model aims to deliver a planned and consistent approach to the Residential Road and Street Construction Program.

This fixed rate contribution is expected to instil greater confidence and provide improved planning and communication in the scheme process for residents who will receive the special benefit under the special charge.

Some projects may provide a lower special benefit to scheme participants or involve a high level of renewal of Council assets. Should a project of this nature arise, Council may consider alternate methods of funding to ensure any apportionment of special charge reflects the level of special benefit received by the property owners. Any alternate funding methods will be determined on a case by case basis, and should not require participants to pay more than the fixed fee for that urban centre or small and coastal town.

6.3 Consideration for property developments

Instances with multiple properties accessing off a single shared driveway, access road, or common property, will be charged a portion of the fixed rate. The initial property will be levied the full fixed rate, with second and subsequent properties apportioned 50% of the fixed rate. The total charge to the set of properties will generally be shared evenly between the property owners.

Properties that have independent access to the road will be generally levied the full fixed rate.

Property developments are to be considered against the above criteria, however charges may be varied by Council through the development of each scheme. Where there are four or more dwellings in a property development, the special consideration will be determined on a case by case basis and be communicated to

6.4 Strategic Streets

Strategic streets are upgrade projects which are considered by Council to be essential to the broader community. A project will be identified as a strategic street through the formal budget adoption process for the following financial year. These projects may include:

- Upgrade of road entries into townships
- Roads providing access to major tourism destinations
- Roads providing access to other regionally significant locations

Due to the importance of strategic streets to the broader community, residents will not be required to contribute towards these projects. These projects will progress through the Council budget planning cycle.



6.5 Contribution Payment Options

There are various methods of payment available for contributions from scheme participants within a special charge scheme, including:

- As a lump sum in full
- Via a payment instalment plan, between 4 and 10 years in length, including the contribution amount and interest accrued over the term of the plan
- Via a deferred payment, or charge against a property, in situations where payment would cause demonstrated hardship, to be determined by Council

Other payment options may be considered via special arrangement with Council.

7 Implementation

7.1 Annual Program

A funding model is proposed for the construction of streets identified in this Plan. This will be based on an expected annual investment of \$1.6M from Councils Roads to Recovery Funding into the Residential Road and Street Construction program. This funding will be in conjunction with a special charge on owners of property receiving a special benefit from works.

With the contribution from R2R and scheme participants, an annual street construction program of approximately \$2.1M will be planned.

The Residential Road and Street Construction Plan 2019 will be reviewed periodically, with the outcome being presented to Council. This aims to ensure the Plan continues to remain in the best interest of the community and Council.

7.2 Project Prioritisation

As per the previous Plan, where community highlights a desire to progress a scheme, Council may consider raising the priority of that scheme.

Should interest from property owners be demonstrated for a road or street that is geographically close to a proposed scheme, but does not meet priorities through other criteria, it may still be included within the scheme in order to achieve improved economies of scale associated with larger projects.



Project Priority Factors and Weightings	
Existing Condition	40%
Residential Density	30%
Maintenance Costs	20%
Strategic Importance	10%

Existing Condition

The identified roads and streets within this Plan vary in their condition. Roads and streets considered to be in poor condition, will be prioritised ahead of those that are considered to have remaining useable life.

Residential Density

Roads and streets with a greater residential dwelling density will be given precedence over roads with less dwellings. Roads with higher residential density service more traffic and will degrade faster therefore are a high priority.

Maintenance Costs

Roads and streets with higher ongoing maintenance costs will receive a higher priority, in order for the whole community to benefit from reduced operational costs. A focus for this Plan will be on unsealed streets, which in townships require regular grading and maintenance.

Strategic Importance

Strategic importance refers to:

- Level of traffic volume
- Consideration of traffic type e.g. Local, Through, Tourist or Commercial
- Level of abutting development
- Road hierarchy

8 Special Charge Scheme Process

The fixed rate model presents an opportunity to greatly streamline the consultation, pre-planning, and design phases.

The fixed rate model reduces the need for detailed cost planning, survey, and design, prior to consultation with scheme participants. The formal design process will not commence until the scheme has been adopted by Council.

This fixed rate process aims to enhance the community consultation and instill more confidence within the residents regarding the affordability and practicality of schemes. This reduces the timing for preliminary work making the process more efficient and transparent.

Projects are to be delivered based on priority subject to available budget, and subject to at least 60% of affected residents supporting the proposal for each project.

Where 60% support from scheme participants is achieved, Council will consider a Notice of Intention to declare a scheme and follow the process through to scheme adoption.

Council will review identified projects from the the Residential Road and Street Construction Plan through the annual capital works planning process.

9 Township Summaries and Maps



ALBERTON (TOWNSHIP)
Russell Street
Kirksopp Street
Danger Street
Bank Street
Strzelecki Street
Gipps Street
Thomson Street
Sobieski
Rankin Street
Slade Street
Orr Street



COONGULLA (TOWNSHIP)
Avon Court
Almeda Drive
Kentucky Court
Hodges Road
Cherry Street
Gillum Road
Manuka Street
Wellington Street
Woolenook Way
Ben Cruachan Parade
Blores Street
Weir Street
Mt Bradley Street
Narrobuk Street
Skene Court
Tamboritha Terrace
Macalister Drive



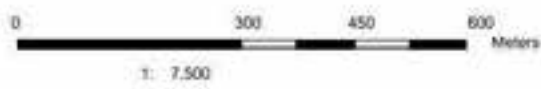
COWWARR
Morgan Street
Park Avenue
Draper Street



0 200 300 400 Meters

1: 5,000

GOLDEN BEACH
ANGLERS WAY
BANKSIA AVENUE
CALYPSO COURT
DRIFTWOOD AVENUE
EDGEWATER DRIVE
GOLDEN BEACH DRIVE
HORIZON WAY
MARINE DRIVE
SEA FOAM AVENUE
STARGLOW WAY
SUNRISE ROAD
SURFERS AVENUE
TIDE-SURGE AVENUE
TI-TREE DRIVE
TWILIGHT WAY



HEYFIELD
Justice Parade
Drew Street
Racecourse Road
Stagg Street
Hilltop Crescent

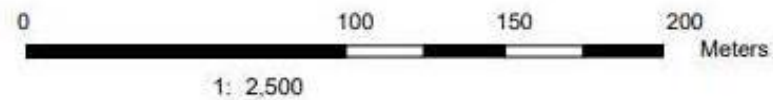


THE HONEYSUCKLES
Azores Court
Bali Court
Celebes
Crooke Street
Crosby Street
Davis Street
Finisterre Drive
Flores Way
Grenfell Drive
Lincoln Court
Macassar Crescent
Maffra Street
Mandalay Drive
McLachlan Street
Sellars Street
Sunda Court



LANGSBOROUGH

Strachan Street



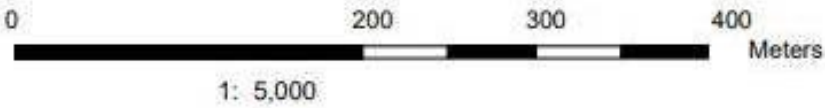
LONGFORD
Arden Street
Audley Street
Boggy Creek Road
Brennans Road
Clear View Court
Clifford Street
Freemans Lane
High Street
Killeen Road
Madeline Street
Spencer Street



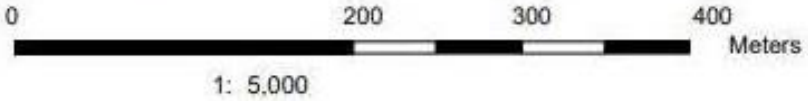
MAFFRA
Church Street
Foster Street
McMillan Street
Princess Street
Princess Street
McLean Street
George Street
Edward Street
Charles Street
King Street
Glassford Street
Laura Street
Coral Crescent
River Street
Coopers Crescent
Moroney Street
Gray Street
Kent Street



MANN'S BEACH
Fisher Street
Fry Street
David Street
Wight Street



NEWRY
Rafferty Street
Centre Street
Jones Street
McCole Street



PARADISE BEACH
Armstrong Avenue
Bondi Street
Clovelly Street
Coogee Street
Eighteenth Street
Fifteen Street
Fifth Avenue
First Street
Fourth Street
Government Road
Holmes Road
Ninth Street
Seventh Avenue
Sixth Avenue North
Sixth Avenue South
Sixth Street
Stephenson Avenue
The Boulevard
Thirteenth Street
Twenty Fifth Street
Twenty First Street
Twenty Third Street



PORT ALBERT
Colville Street
Denison Street
King Street
Nelson Street
Old Port Foreshore Road
Queen Street
Raglan Street
Bay Street / Pier Street
South Street
Spring Street
Victoria Street
Albert Street
West Boundary Road



ROBERTONS BEACH
Langs Road
Sarena Parade
McEvoy Street
Princes Street
Jacobsons Street



ROSEDALE
Kyle Street
Merriman Court
Huffers Lane
Allen Court



SALE
Fitzroy Street
Macalister Street
Guthridge Parade

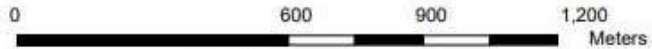
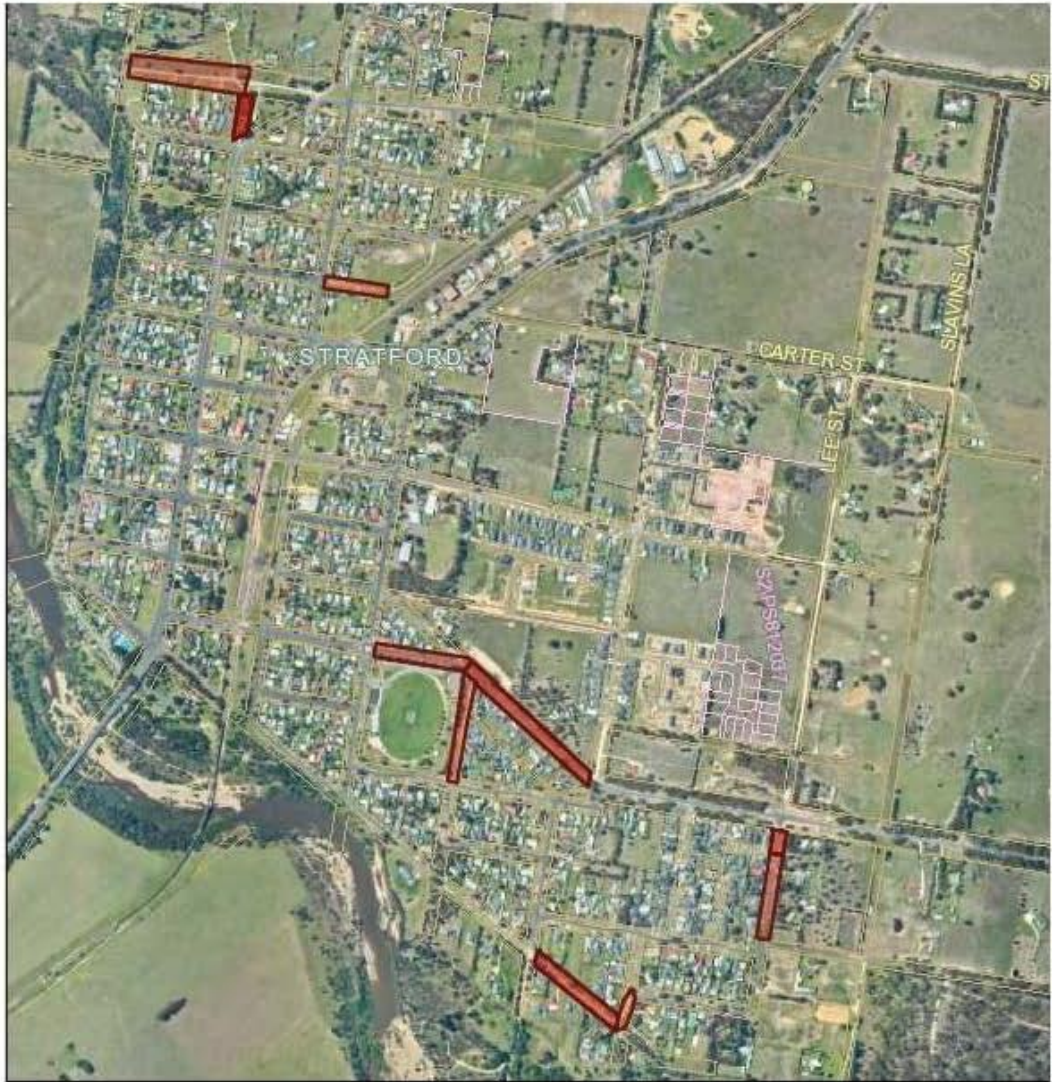


SEASPRAY
Davies Street / Ellen Ave
Government Road
Hansen Street
Newton Street
Irving Street
Rowley Street / Short Street



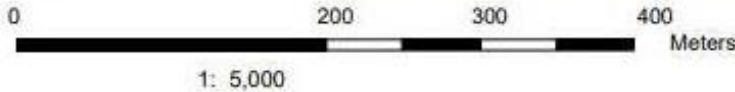
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STRATFORD
McMillan Street / Scott Street
Wyndham Street
Tyers Street
Jones Street
Mcalister Street / Redbank Road
Lee Street
Lloyd Street



1: 15,000

TARRAVILLE
Stawell Street
Tyers Street
Stewart Street



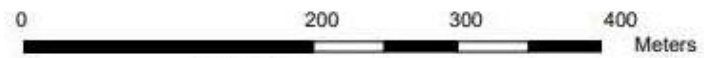
WOODSIDE BEACH

Bymes Road

Rebecca Street

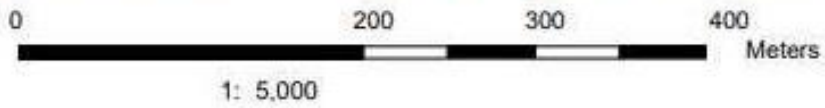
Margaret Street

Catherine Street



1: 5,000

WURRUK
Otway Street



YARRAM
Commercial Street
Nightingale Street
Carpenter Street
Railway Avenue



ITEM C4.3**APPLICATION FOR UNUSED ROAD LICENCE IN PARISH OF BUDGEE BUDGEE – DARGO**

DIVISION: BUILT AND NATURAL ENVIRONMENT

ACTION OFFICER: MANAGER ASSETS AND PROJECTS

DATE: 4 DECEMBER 2018

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

OBJECTIVE

The objective of this report is for Council to consider an application that the government road being CA2003 and abutting the east boundary of CA38 in the Parish of Budgee Budgee is not required for public traffic and is therefore an unused road.

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

That pursuant to section 400 of the Land Act 1958, Council gives notice that Government Road (CA 2003) east of CA38 Section 17, Parish of Budgee Budgee is not required for public traffic and is therefore an unused road.

BACKGROUND

The owner of the property abutting the Government Road known as CA2003 and east of CA38 Section 17 in the Parish of Budgee Budgee has made application to Council on behalf of the Department of Environment, Land, Water & Planning (DELWP) to obtain an unused road licence for the unused Government Road in Dargo.

Located on the government road is a non-maintained track which is used by the applicant to gain access to properties on both sides of the government road. There are no other landowners affected.

DELWP is seeking advice from Council if the road is required for public traffic.

DELWP require an application for an unused road licence to be advertised and therefore a notice was placed by the property owner in the Gippsland Times newspaper on 23 October 2018 and the Bairnsdale Advertiser newspaper on 26 October 2018. DELWP have advised that no submissions were received.

Road licenses for unused roads are issued by DELWP for either an annual, triennial or 99 year licence and they may be revoked (fully or in part) on written request from Council to DELWP.

OPTIONS

Council has the following options available:

1. Pursuant to *Section 400 of the Land Act 1958*, advise Department of Environment Land Water and Planning its approval of issuing the licence(s) as the roads are not required for public traffic, or;
2. Not agree to the issuing of the licence(s) as the roads are required for public traffic.

PROPOSAL

That pursuant to section 400 of the Land Act 1958, Council gives notice that Government Road (CA 2003) east of CA38 Section 17, Parish of Budgee Budgee (Dargo) is not required for public traffic and is therefore an unused road.

CONFLICT OF INTEREST

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

FINANCIAL IMPACT

There is no financial impact for Council as the roads are government roads and any licence fees will be paid to DELWP

LEGISLATIVE IMPACT

Application for issue of the licence(s) has been made pursuant to Section 400 of the Land Act 1958.

COUNCIL POLICY IMPACT

There is no Council policy on the closure of unused roads to public traffic. Each application is treated on merit.

COUNCIL PLAN IMPACT

The Council Plan 2017–21 Theme “Service and Infrastructure” states the following strategic objective and related strategy:

Strategic Objective 2.2

“Council assets are responsibly, socially, economically and sustainably managed.”

Strategy 2.2.2

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

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

COMMUNITY IMPACT

The properties on both sides of the Government Road are owned by the same property owner. Accordingly, there will be no identifiable community impact.

ENVIRONMENTAL IMPACT

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

ENGAGEMENT IMPACT

A public notice in the prescribed format was printed in the Gippsland Times dated Tuesday 23 October 2018 and in the Bairnsdale Advertiser on Friday 26 October 2018 as required. DELWP have advised that no submissions or objections were received.

RISK MANAGEMENT IMPACT

There is no risk to Wellington Shire Council as DELWP manage the process for unused road licenses.

Attachment 1.

**PROPOSED UNUSED GOVERNMENT ROAD LICENCE
PARISH OF BUDGEE BUDGEE**



PROPOSED UNUSED ROAD GRAZING LICENCE

ITEM C4.4**REVOCATION OF AN UNUSED ROAD LICENCE - GOVERNMENT ROAD EAST OF LOT 2 PS613367 – PARISH OF COONGULLA**

DIVISION: BUILT AND NATURAL ENVIRONMENT

ACTION OFFICER: MANAGER ASSETS AND PROJECTS

DATE: 4 DECEMBER 2018

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

OBJECTIVE

The objective of this report is for Council to consider a request from the adjoining landowner to revoke part of an unused road licence over a section of an unnamed Government Road abutting the eastern boundary of Lot 2 PS 613367 Parish of Coongulla..

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

- 1. Pursuant to section 407 (1) of the Land Act 1958, as it is desirable in the public interest, the Department of Environment, Land, Water and Planning be requested that part of the unused road licence held over the unused Government Road east of Lot 2 PS613367, Parish of Coongulla be revoked as it is required for public traffic.***
- 2. The information contained in the confidential document Item F1.2 Revocation of an unused road licence – Government Road East of Lot 2 PS613367 – Parish of Coongulla of this Council Meeting and designated under Section 77 Clause (2)(c) of the Local Government Act 1989 as confidential by the General Manager Built and Natural Environment on 27 November 2018 because it relates to the following grounds under Section 89(2) of the Local Government Act 1989: h) any other matter which the Council or special committee considers would prejudice the Council or any person be designated confidential information under Section 77 Clause (2)(b) of the Local Government Act 1989.***

BACKGROUND

An unused road licence was issued in approximately 1954 for use by the owner of Lot 2 PS613367 for grazing purposes. Unused roads may be licenced or leased either on an annual, triennial or 99 year term and are issued by the Department of Environment Land Water and Planning (DELWP) and they may be revoked (fully or in part) on written request from Council when required for public traffic.

The owner of an adjoining property described as Lot 1 & 2 PS610625, Parish of Coongulla obtained a Wellington Shire Council Planning Permit (P567/2005) for a subdivision that was issued in 2006 that required future use of part of the unused government road covered by this unused road licence for access. One condition on the planning permit required a section 173 agreement to be placed on title requiring the owner to construct a gravel private driveway to the satisfaction of the relevant authority from the lot(s) to Ryans Road when access was required.

A report was presented at the 15 May 2018 meeting of Council and the following was resolved:

That:

- 1. Pursuant to section 223 of the Local Government Act 1989, Council authorise the Chief Executive Officer to write to the licensee of the unused road licence of its intention to open a section of the unused government road east of Lot 2 PS613367 for public traffic; and**
- 2. Council appoints Councillor Crossley, Councillor Hole, Councillor Ripper plus Councillor McCubbin as an alternative representative to form the 'Unused Road Licence Committee' that is established by Council under section 223(1)(b)(i) of the Act, to consider written submissions/objections and to hear any persons who in their written submission under section 223 of the Act have been requested that they be heard in support of their submission/objection.**
- 3. In the event that there are no objections or submissions and pursuant to section 407 (1) of the Land Act 1958, as it is desirable in the public interest, the Department of Environment, Land, Water and Planning be requested that part of the unused road licence held over the unused Government Road east of Lot 2 PS613367, Parish of Coongulla be revoked as it is required for public traffic.**

An objection was received from the unused road licence holder and a meeting of the Unused Road Licence Committee was held and reported to Council at the meeting of 2 October 2018. Council resolved the following:

That:

- 1. Council receive and consider the report from the Submissions Committee in relation to the revocation of the unused road licence west of PC377389, Coongulla; and**
- 2. Having regard to the written submissions both for and against the revocation of the unused road licence east of Lot 2, PS613367 and the Submission Committee finding that access is required from Ryans Road to PC377389 and for the Chief Executive Officer to investigate further to ascertain if an agreed position between the two submitters can be reached to provide an improved and safer access point rather than the unused road.**

Contact was made with both parties to discuss possible options of alternate access, however a letter has now been received from solicitors acting for the owner of PC377389 which highlights that the owner of PC377389 is not willing to enter into further discussions on this matter until the licence is terminated.

OPTIONS

Council has the following options available:

1. Request the Department of Environment Land Water and Planning revoke part of the licence held over the unused Government Road east of Lot 2 PS613367, Parish of Coongulla as the road is required for public traffic; or
2. Not agree to the revocation of the licence as the road is not required for public traffic.

PROPOSAL

That:

1. Pursuant to section 407 (1) of the *Land Act 1958*, as it is desirable in the public interest, the Department of Environment, Land, Water and Planning be requested that part of the unused road licence held over the unused Government Road east of Lot 2 PS613367, Parish of Coongulla be revoked as it is required for public traffic.
2. The information contained in the confidential document Item F1.2 Revocation of unused road licence – Government Road East of Lot 2 PS613367 – Parish of Coongulla of this Council Meeting and designated under Section 77 Clause (2)(c) of the *Local Government Act 1989* as confidential by the General Manager Built and Natural Environment on 27 November 2018 because it relates to the following grounds under Section 89(2) of the *Local Government Act 1989*: h) any other matter which the Council or special committee considers would prejudice the Council or any person
be designated confidential information under Section 77 Clause (2)(b) of the *Local Government Act 1989*,

CONFLICT OF INTEREST

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

FINANCIAL IMPACT

The section of unused road intended to be revoked is a government road and is licenced by DELWP. There will be at no cost to Wellington Shire Council.

LEGISLATIVE IMPACT

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

COUNCIL POLICY IMPACT

There is no Council policy on the road closure and unused road consideration. Each application is treated on merit.

COUNCIL PLAN IMPACT

The Council Plan 2017–21 Theme “Service and Infrastructure” states the following strategic objective and related strategy:

Strategic Objective 2.2

“Council assets are responsibly, socially, economically and sustainably managed.”

Strategy 2.2.2

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

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

COMMUNITY IMPACT

The unused Government Road is currently fenced and is used for grazing purposes by the licensee. Part revocation of the licence will allow the use of this section of road reserve for access to the applicant’s property, although this section of road will not be added to the Wellington Shire Council Register of Public Roads.





ENGAGEMENT IMPACT

The property owners adjacent to the unused road are the only ones affected by the licence, both parties have been advised of this report.

Attachment 1.

**PROPOSED UNUSED GOVERNMENT ROAD LICENCE REVOCATION
AND OPENING OF ROAD TO PUBLIC TRAFFIC
PARISH OF COONGULLA**



-  UNUSED ROAD GRAZING LICENCE
-  SECTION OF LICENCE TO BE REVOKED
-  UNUSED ROAD GRAZING LICENCE HOLDER
-  APPLICANT



C5 - REPORT

GENERAL MANAGER COMMUNITY AND CULTURE

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

DIVISION: COMMUNITY AND CULTURE
 ACTION OFFICER: MANAGER COMMUNITY WELLBEING
 DATE: 4 DECEMBER 2018

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

OBJECTIVE

For Council to receive the minutes from the Maffra Recreation Reserve Committee of Management's Annual and General Meetings held on 1 October 2018.

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

That Council receive the minutes from the Maffra Recreation Reserve Committee of Management's Annual and General Meetings held on 1 October 2018.

BACKGROUND

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

The objectives of the Special Committee are:

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

As provided under the Committee's Instrument of Delegation the minutes of all meetings are to be presented to Council and highlight the day to day activities being undertaken by the Committee. The Financial reports for the Committee tabled at the Annual General Meeting are currently with the Auditor and will be presented to Council with a future report.

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

OPTIONS

Council has the following options:

1. Receive the minutes from the Maffra Recreation Reserve Committee of Management's Annual and General Meetings held on 1 October 2018; or
2. Seek further information to be considered at a future Council Meeting.

PROPOSAL

That Council receive the minutes from the Maffra Recreation Reserve Committee of Management's Annual and General Meetings held on 1 October 2018.

CONFLICT OF INTEREST

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

LEGISLATIVE IMPACT

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

COUNCIL POLICY IMPACT

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

COUNCIL PLAN IMPACT

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

Strategic Objective 2.2

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

Strategy 2.2.2

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

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

MAFFRA RECREATION RESERVE Special Committee of Council

ANNUAL GENERAL MEETING AGENDA 01/10/2018

7.30 in the meeting room of The Maffra Recreation Function Centre

1. **Present** Steve Bragg, Sonya Ford, Kevin Christensen, Kath Coggan, Lisa Ogilvie, Grant Smith, Cheryl Dowling, Mat Coleman
2. **Apologies** Paul Shelton, Paul Bourke, Councillor Ripper, Jenny Toma, Mark Hewlitt
3. **Declaration of Conflicts of Interest**
4. **Confirmation of Minutes of Previous Annual General Meeting. Moved** Irene Crockford, **Seconded** Cheryl Dowling
5. **Business Arising from Previous AGM.** Incorrect year on the minutes. Should have been 2017. Auditors were changed to Gerald Adams accounting
6. **Reports**
 - 6.1 **Chairperson's Report- Tabled. Moved by** Mat Coleman, **seconded** Steve Bragg
 - 6.2 **Treasurer's Report-Tabled.** Query why no income from the American Historical truck Society and EGVPH. Rental was in 2 payments June 2017- June 2018. **Moved** subject to approval of the auditors by Lisa Ogilvie, seconded Steve Bragg.
7. **Election of Office Bearers. President** Mat Coleman vacated the chair and Steve Bragg oversaw the election of Office Bearers, declaring all positions vacant
 - 7.1 **Chairperson-** Mat Coleman nominated by Cheryl Dowling, seconded Irene Crockford. Carried
 - 7.2 **Vice President-** Jenny Toma nominated by Kath Coggan, seconded Lisa Ogilvie. Carried
 - 7.3 **Secretary-** Kath Coggan nominated by Sonya Ford and seconded Irene Crockford, Carried
 - 7.4 **Treasurer-** Lisa Ogilvie nominated by Irene Crockford and seconded Jenny Toma. Carried
 - 7.5 **Committee members**

Mat Coleman	Community
Kath Coggan	Ag. Society
Vacant	Ag. Society
Jenny Toma	Kennel Club
Lisa Ogilvie	Community
Paul Bourke	Community
Kevin Christensen	MFNC
Vacant	MFNC
Cheryl Dowling	EVGPH
Irene Crockford	Maffra Municipal Band
Grant Smith	Macmillan Rockhounds
Sonya Ford	Gippsland Riviera Poultry

8. Review Schedule of Fees. Motion moved by Lisa Ogilvie and seconded by Steve Bragg that all user group fees are to be increased in line with the CPI. Carried

9. Next Annual General Meeting Monday Oct 7th 2019

10. Meeting closed 7.53pm

Maffra Recreation Reserve

Chairmans report 2018

The committee needs to be congratulated on a solid year of managing the Recreation Reserve.

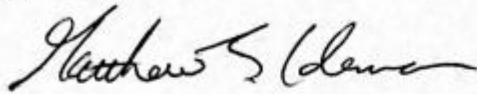
Highlights of the year included the Great Victorian Bike ride, the National Pleasure Harness competition and a number of other user groups hosting their major events for the year.

As regards to the maintenance of the grounds, Mark Hewlitt has been indispensable with the extra time that he has committed to the Recreation Reserve in the last 12 months. We are also fortunate that John Wals has been working alongside Mark and is generous with his availability when needed. I am aware of other members of the community who regularly attend on a Tuesday to help Mark and John. Their commitment to the Recreation Reserve upkeep has been outstanding.

The pending drainage works of the main oval has been the main project this year, which the committee was involved in the planning of. We look forward to the progress of this infrastructure over the summer.

The Recreation Reserve is fortunately in a very sound financial position.

I encourage the committee to continue with their ongoing commitment and dedication to the Maffra Recreation Reserve. I am very grateful for your support.



Matthew Coleman

MAFFRA RECREATION RESERVE Special Committee of Council

MINUTES

01/10/2018, 7.30pm

Meeting room Maffra Recreation Reserve Function Centre

President Mat Coleman

Secretary Kath Coggan 0411 098 452

1. **Present:** Sonya Ford, Steve Bragg, Kevin Christensen, Kath Coggan, Lisa Ogilvie, Grant Smith, Cheryl Dowling, Irene Crockford,
2. **Apologies** Paul Bourke, Paul Shelton, Carmel Ripper, Jenny Toma, Mark Hewlitt
3. **Declaration of Conflicts of Interest**
4. **Confirmation of Minutes of Previous Meeting moved** Grant Smith, seconded Cheryl Dowling.
5. **Business Arising from Previous Minutes.** Drainage contract has been granted to Clint Kelly. This committee has not been formally notified of this, became aware of this via Gippsland Times. Continuing to resource Netball court resurfacing (not up to standard) The secretary requested a copy of the building audit done earlier this year from WSC, no response.
6. **CORRESPONDENCE IN**
Email from Gerald Adams accounting re auditing our financials
Email from WSC re interruption to electricity supply in September
Email to Bodye Darville re building audit done earlier this year
Email from Poultry Club re Calendar of events 2018/2019
Email from Cheryl Dowling re re usage of oval till May next year
7. **CORRESPONDENCE OUT**
Email to Rec Reserve committee re interruption to electricity supply in Sept.
Email to MRRC October agenda and September Minutes
Moved that correspondence be accepted Kevin Christensen, seconded Sonya Ford.
8. **TREASURER'S REPORT**
Tabled. That the report be accepted. Moved Lisa Ogilvie, seconded Steve Bragg
9. **User Group Reports**

Band. All going well

EVPHC.

Painted club rooms, kitchen updated. Still problems with electricity. Moved to replace fuses with circuit breakers. Still no water. There will be a Theory and Practical Training day on Oct 21st (thanks to Agricultural Society), Oct 29 Maffra Show Harness events. Club Christmas breakup Dec 2nd. Will be not be using the main arena

Macmillan Rockhounds. Drainage issue at the back. Grant to further investigate

MFNC Mixed success. Under 17 girls won. C grade girls won. Unfortunately, Seniors and Reserves runners up. Club going well. Presentation night later this month.

American Historical Truck Society.

All progressing well. The society is a little concerned about the impact of the works on the arena re the truck show. Looking at extending entertainment with Lawn mower racing, golf car races. Develop Siberia (western paddock) for these activities.

Poultry Club.

Working bee Oct 7th for auction on Sunday Oct 14th. Pens will be cleaned and disinfected for the show.

Ag Society.

All going well for the show. Have extended our program with Twilight Rides on Friday 4.00pm till 8pm. And Harness on Sunday 11am till 3pm. Have been successful in gaining financial assistance for our extended program and also help with financing our new online entry system, Shentry.

FAULTS REPORT

Broken window in the umpire's room broken and repaired.
Delay with Clint Kelly and our poly pipe leaks.
Leaks at the horse wash bay area. Repaired
Light at the gate? Kath to contact Mark Hewlitt

That reports be accepted Moved Grant Smith, **seconded** Cheryl Dowling

10. General Business

Drainage update and finances discussion. No formal communication from WSC re who they have allocated the tender to. We are aware of it via The Gippsland Times. Also, we have received an invoice from Wellington Shire for \$50,000 payable by 8/10/2018. Discussion ensued re who authorised this account? Are there payment options eg instalments? Why does this money need to be paid before we have been informed re tender and given a timeline of payment. Secretary to follow up

Re the funding of this amount the following motion was put forward that "That the MFNC contribute \$25,000 and the remainder to be taken from the Maffra Recreation Reserve Committee's finances

Moved Lisa Ogilvie, Seconded Sonya Ford

11. EMERGENCY MANAGEMENT

Whilst our meeting was in progress a Heli Med landed on our oval to meet 2 ambulances. Members of the Heyfield ambulance interrupted our meeting to inform us of a need for a key to open the gates onto the oval. Fortunately, we had a key but if we were not there, what would have happened. Need to work on this with Emergency Services

Meeting closed 8.33pm. Next meeting Monday Nov 5th

11:00 AM
05/11/18
Cash Basis

Maffra Recreation Reserve
Profit & Loss
September 2018

	<u>Sep 18</u>	<u>Jul - Sep 18</u>
Income		
Electricity contributions		
Maffra Football & Netball Club	0	1,325
Total Electricity contributions	<u>0</u>	<u>1,325</u>
Hire of Reserve	0	45
Interest Received (Bendigo)	4	12
Rentals		
Camping (Kennel Club)	0	1,486
CWA	0	164
East Vic Pleasure Harness Club	0	121
Kennel Club	0	617
Maffra Football & Netball Club	2,536	2,536
McKay Lease	0	273
Total Rentals	<u>2,536</u>	<u>5,197</u>
Total Income	2,540	6,579
Expense		
Cleaning of Reserve	90	90
Electricity & Gas (Cannon)	0	45
Electricity & Gas (Origin)	0	2,620
Postage & Stationary (Aus Post)	0	91
Repairs and Maintenance		
Buildings (Plumbing)	0	196
Grounds (Murray Goulburn)	0	27
Total Repairs and Maintenance	<u>0</u>	<u>223</u>
Waste Removal (Maffra Waste)	0	704
Water Rates (Gippsland Water)	0	453
Water Rates (SRW)	0	33
Total Expense	<u>90</u>	<u>4,259</u>
Net Income	<u>2,450</u>	<u>2,320</u>

11:02 AM
05/11/18

Maffra Recreation Reserve
Reconciliation Summary
Bendigo Bank - General Account, Period Ending 30/09/2018

	<u>Sep 30, 18</u>
Beginning Balance	26,188.81
Cleared Transactions	
Cheques and Payments - 1 item	-90.00
Deposits and Credits - 1 item	2,789.33
Total Cleared Transactions	<u>2,699.33</u>
Cleared Balance	<u>28,888.14</u>
Uncleared Transactions	
Deposits and Credits - 1 item	5,703.33
Total Uncleared Transactions	<u>5,703.33</u>
Register Balance as of 30/09/2018	<u>34,591.47</u>
New Transactions	
Cheques and Payments - 1 item	-226.38
Deposits and Credits - 1 item	100.00
Total New Transactions	<u>-126.38</u>
Ending Balance	<u>34,465.09</u>

11:04 AM
05/11/18

**Maffra Recreation Reserve
Reconciliation Summary
Bendigo Bank - Investment Acc., Period Ending 30/09/2018**

	<u>Sep 30, 18</u>
Beginning Balance	33,065.31
Cleared Transactions	
Deposits and Credits - 1 item	<u>4.21</u>
Total Cleared Transactions	<u>4.21</u>
 Cleared Balance	 <u><u>33,069.52</u></u>
 Register Balance as of 30/09/2018	 33,069.52
Ending Balance	33,069.52

ITEM C5.2**URBAN PATHS PLAN**

DIVISION: COMMUNITY AND CULTURE
 ACTION OFFICER: COORDINATOR SOCIAL PLANNING AND POLICY
 DATE: 4 DECEMBER 2018

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

OBJECTIVE

The objective of this report is for Council to approve the draft Urban Paths Plan (2018), as attached, and release it for community consultation for a period of eight weeks.

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

That Council approve the Draft Urban Paths Plan (2018), as attached, and release it for community consultation for a period of eight weeks.

BACKGROUND

The Urban Paths Plan (2018) sets out to increase active travel (example walking and cycling) within our urban towns. The plan includes a guiding framework and action plan to be reviewed annually.

This Strategy builds on the existing Walking and Cycling Strategic Plan 2012 - 2016, which identified a preferred network across the Shire, as well as minimum standards for the network infrastructure.

Wellington Shire Council is faced with several key challenges in providing footpath infrastructure across the Shire. The large physical separation between community destinations, varied topography, connectivity to key community destination points, gaps in footpath networks, and many vehicles dominated streets are common issues across the Shire.

The Urban Paths Plan (2018) focuses on linking primary destinations within major townships and provides for safe pedestrian movements within residential areas of our coastal and smaller towns.

The Urban Paths Plan (2018) does not provide for path connections between townships or connection of non-residential areas to townships. This is because the focus for the next 20 years is to establish footpath network connection within townships (first) and close larger missing connections (large gaps) in the local footpath network of our towns.

The Urban Paths Plan (2018) does not consider path networks within rural settlements and rural residential zone areas where there are no community destinations.

OPTIONS

Council has the following options:

1. Approve the Draft Urban Paths Plan (2018), as attached, and release it for community consultation for a period of eight weeks; or
2. Seek further information to be considered at a future Council Meeting.

PROPOSAL

That Council approve the draft Urban Paths Plan (2018), as attached, and release it for community consultation for a period of eight weeks.

CONFLICT OF INTEREST

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

FINANCIAL IMPACT

The draft Urban Paths Plan (2018), if adopted will guide Council's priorities for Councils residential footpath planning and implementing.

COUNCIL PLAN IMPACT

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

Strategic Objective 2.1

Council services and infrastructure are responsive to identified current and future community needs within budgeted parameters.

Strategy 2.1.1

Undertake service delivery and infrastructure master planning to provide community assets in response to identified needs.

Strategic Objective 2.2

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

Strategy 2.2.1

Develop asset management plans in conjunction with service level plans for all council facilities and infrastructure.

Strategy 2.2.2

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

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

RESOURCES AND STAFF IMPACT

This project will be undertaken with the resources of the Community Wellbeing AND Built Environment Business Units.

COMMUNITY IMPACT

The community will have the opportunity to provide feedback relating to the draft Urban Paths Plan (2018) and its outcomes.

ENGAGEMENT IMPACT

Community engagement will be in accordance with the Community Engagement Plan developed for this project, which includes media releases, social media information and information sessions.

DRAFT

WELLINGTON SHIRE COUNCIL

Urban Paths Plan



Urban Paths Plan (2018)



(Inside cover)

The Urban Paths Plan (2018) is a Council strategy that provides direction on how Council will provide appropriate cement footpaths in urban or residential zoned areas of towns within Wellington Shire.

This document includes the Urban Paths Action Plan, and Maps that detail proposed footpath projects for the next 20 years.

Council will annually review progress of the action plan.

INTRODUCTION:

The Wellington Shire 'Urban Paths Plan' sets out to increase active travel (example walking and cycling) within our urban towns. The plan includes a guiding framework and action plan to be reviewed annually.

This Strategy builds on the existing Walking and Cycling Plan 2012 - 2016, which identified a preferred network across the Shire, as well as minimum standards for the network infrastructure.

Wellington Shire Council is faced with several key challenges in providing footpath infrastructure across the Shire. The large physical separation between community destinations, varied topography, connectivity to key community destination points, gaps in footpath networks, and many vehicles dominated streets are common issues across the Shire.

To meet the overall outcome of increasing active travel within urban towns, this strategy and an annual action plan will focus on four priority areas:

Whole of Path Network Planning – Active travel routes will be planned and developed on a whole-of-network basis. This means the network of paths within a town will accommodate a diverse range of recreation and commuter needs.

Connectivity of Paths – A priority is to ensure all paths are well connected and linked with key community points of interest. Gaps in the existing path network will be addressed as a matter of priority.

Safe and Accessible – A safe and accessible whole of path network will ensure residents and visitors of all ages and abilities are able to travel safely to their chosen destination.

Education and Promotion – Create a culture in Wellington Shire where people of all ages choose active travel as a safe and easy way to travel to a community destination.

The Urban Paths Plan (2018) focuses on linking key community destinations within urban towns and provide for safe pedestrian movements within residential zoned areas of our coastal and smaller towns.

This Urban Paths Plan (2018) does not provide for path connections between townships or connect non-residential areas to townships. This is because the focus for the next 20 years is to establish footpath network connection within urban or residential zoned townships (first) and close larger missing connections (large gaps) in the local footpath network of our towns.

The Urban Path Plan (2018) acknowledges that there are some locations within Wellington Shire that are not zoned as urban or residential and therefore, footpath planning within those locations has not been considered within this document. Council acknowledges that some of these locations would greatly benefit from footpath planning because they have several key community destinations that require connectivity.

Council will consider additional non-urban footpath projects, outside of this strategy, at least annually as part of overall council planning processes.

Defining Active Travel

The Urban Paths Plan (2018) recognises the different ways a person can active travel to a destination.

Examples include:

Walking – this will also include people walking with a pram, walking aid or wheel chair.

Cycling - this will also include bicycles with an auxiliary motor with power output of less than 200 watts.

Wheeled devices – such as skateboards, foot scooters, rollerblades, mobility scooters, wheelchairs or other mobility aids.

The Urban Paths Plan recognises that people choose to active travel for varying reasons including leisure, recreation and commuting. The Urban Paths Plan will aim to encompass all users.



BENEFITS OF ACTIVE TRAVEL

Active travel such as walking and cycling provide a range of health, social, environmental and economic benefits to individuals and the community.

Health

Physical activity such as walking, and cycling has been shown to provide physical health benefits such as lowering blood pressure and improving heart health, reducing weight levels and obesity, and reducing the risk of heart disease and stroke.

In terms of mental health benefits, walking and cycling has been proven to reduce the incidences of anxiety, stress and depression, and improve individual happiness and wellbeing.

Wellington Shire has a higher percentage of persons overweight (34%) and obese (20%) compared to the Victorian average (overweight – 31%; obese – 19%).¹

Wellington Shire has a higher number of people experiencing depression and anxiety (27%) compared to the Victoria average (21%).²

Social

The presence of walkers and cyclists in an area can contribute to social well-being of a place by:

- Providing increased opportunities for social connection, gatherings and informal interaction
- Enhancing community pride by encouraging people to engage with their local environment and community.
- Encouraging increased independence, particularly for school aged children and the elderly.

Walking and cycling can improve personal security and deter crime by having more 'eyes on the street' and improve road safety through increased street activity which encourages drivers to slow down and be more alert, as well as provide an opportunity to learn safer road habits.

Environment

Active travel is one of the most energy efficient forms of transport available. The provision of walking and cycling paths make it easier for people to move around and provides an alternative to the use of private motor vehicles.

Walking and cycling paths are also generally associated with infrastructure such as landscaping and trees that provide amenity and biodiversity benefits.

Economy

A town that is perceived as more liveable or attractive, because of having well planned walking and cycling paths, will increase the likelihood of people moving to Wellington Shire. Providing recreational opportunities for both residents and tourists will encourage people to stop, stay and spend money within a local community.

¹ Victorian Government Data: LGA Profile (2015)

² The Victorian Population Health Survey (2014)



OUR SHIRE

Wellington Shire is in the Gippsland region of Victoria and covers an area of 10,924 sq km. Wellington Shire is home to 43,465 people. Since 2011, Wellington Shire has had a population increase of 3.7% (Australian Bureau Statistics, 2016 Census Data).

Wellington Shire is made up of more than 30 different towns:

Towns (population 15,000 – 1000)	Small Town (population 1000 – 150)	Rural Settlement (less than 150)
Sale (13,673)	Loch Sport (807)	Woodside (138)
Maffra (4,644)	Golden Beach / Paradise Beach (453)	Seaton (115)
Stratford (2,483)	Port Albert (293)	Newry (113)
Heyfield (1,993)	Glenmaggie (277)	McLoughlin's Beach (104)
Yarram (1,729)	Cowwarr (190)	Woodside Beach (95)
Rosedale (1,654)	Coongulla (183)	Devon North (94)
Briagolong (1,184)	Alberton (163)	Gormandale (84)
Wurruk (1,137)	Seaspray (156)	Honeysuckles (82)
Longford (1,132)		Boisdale (67)
		Dargo (66)
		Won Wron (60)
		Munro (60)
		Tinamba (58)
		Robertson Beach (55)
		Carrajung (42)
		Kilmany (35)
		Tarraville (27)
		Manns Beach (24)
		Hollands Landing (15)
		Licola (11)

Sale is the regional capital of Wellington Shire with a population of approximately 14,000 people. It is located approximately 200km east of Melbourne; nearby Sale are the satellite towns of Wurruk and Longford. Stratford, Maffra, Heyfield, Rosedale and Yarram are key towns within Wellington with populations ranging between 1,000 and 5,000 residents.

Coastal towns such as Loch Sport, Port Albert and Seaspray are popular tourist destinations with small populations combined with considerable volumes of tourists, particularly in summer months.



WALKING AND CYCLING IN WELLINGTON SHIRE

Wellington Shire is following the national trend of increasing rates of overweight and obesity in the population which is a major area of concern.

Increasing physical activity, via increasing walking and cycling in our community, will act as major protective factors for the community.

Wellington has a lower percentage of people who meet the physical activity guidelines (50%) than the state (54%). Males are more inactive in Wellington (47.6%) compared to females (53.8%).³

³ Victorian Government Data: LGA Profile (2015)



POLICY CONTEXT

There are several state and local policies and strategies that provide support and guidance to the Urban Paths Plan. These policies either have a health and wellbeing, road safety or active travel focus which are important considerations when developing the Urban Path Plan.

State:

Victorian Public Health and Wellbeing Plan 2015 – 2019

The Victorian Public Health and Wellbeing Plan outlines the government's key priorities to improve the health and wellbeing of all Victorians, particularly the most disadvantaged.

As many chronic disease and injuries are preventable, the plan focuses on supporting healthy living from the early years and throughout life.

The health and wellbeing priorities for 2015–2019 are:

- healthier eating and active living
- tobacco-free living
- reducing harmful alcohol and drug use
- improving mental health
- preventing violence and injury
- improving sexual and reproductive health.

The plan also identifies platforms to deliver health benefits for all Victorians:

- healthy and sustainable environments
- place-based approaches
- people-centered approaches

The Urban Path Plan (2018) will address active living using a place-based approach.

Towards Zero 2016 – 2020: Victoria's Road Safety Strategy and Action Plan

The 'Towards Zero 2016 – 2020 Road Safety Strategy is a state government strategic plan, with the overall goal of reducing the road toll. The implementation of this plan is coordinated by VicRoads and the TAC; however other state departments such as Victoria Police, Department of Justice and Regulations and Department Health and Human Services.

The Road Safety Strategy is about creating a safe system for all Victorians, this means safe roads and roadsides, safe speeds, safe vehicles and safe road use by all people using the road.

Although the State strategy has a focus on road safety, this Urban Path Plan (2018) recognises that improving knowledge of pedestrian safety leads to improved knowledge of road safety. In other words, by providing opportunities to learn road safety via active travel, will increase the likelihood of people (such as children) learning to be safer on our roads and footpaths.



Victorian Cycling Strategy 2018 – 2028

The Victorian Cycling Strategy aims to get more people cycling to work, school and around their local neighborhood.

The plan aims to do this by:

- Investing in a safer, lower stress, better connected cycling network, prioritising strategic cycling corridors
- Making cycling a more inclusive experience

The strategy guides planning and investment in cycling for the next decade across Victoria. The Urban Paths Plan (2018) reflects projects identified from Victoria Cycling Strategy.

Local

Wellington Planning Scheme

The Wellington Shire Planning Scheme requires consideration to be made for walking and cycling infrastructure within new developments. Wellington Shire has incorporated Healthy by Design principles into the planning scheme as a reference document. The key planning scheme clauses include:

Clause 21.04-2 Settlement Objectives:

To ensure that urban design and development provides for greater connectivity and amenity that encourages use of public transport services and physical activity (including walking and cycling) throughout the Shire.

Clause 21.04-3 Settlement Strategies:

Urban and Rural Townships:

- Promote urban design that encourages physical activity and promotes accessibility to public open spaces as part of a broader network of walking and cycling opportunities.
- Integrate local walking and cycling paths with tourist attractions, natural destinations and other existing infrastructure where appropriate (e.g. drainage channels) to encourage low impact access that links key destinations or creates opportunities for physical activity.

Coastal Areas:

Promote urban design in coastal towns that encourages physical activity and promotes accessibility to public open spaces as part of a broader network of walking and cycling opportunities.

Clause 21.18-5 Walking and Cycling

- Develop and implement plans for networks of footpaths and bikeways.
- Encourage new developments to add to existing or provide new networks of footpaths and bikeways.
- Facilitate walking and cycling as a means of improving community health and wellbeing.
- Improve pedestrian circulation and safety.



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More information about the Wellington Shire Council Planning Scheme is available on Council website.

Town Structure Plans and Urban Design Frameworks

Town Structure Plans are prepared for towns within the Wellington Shire to identify areas of future growth and other planning considerations, including effective transport connections.

Structure Plans have been completed for a number of towns including Sale, Wurruk, Longford, Heyfield and Rosedale.

Urban Design Frameworks are resources that provide guidance for future development of urban areas, including the provision of walking and cycling networks. Urban Design Frameworks have been prepared for Golden Beach, Loch Sport, Manns Beach, McLoughlins Beach, Robertsons Beach, Seaspray, The Honeysuckles and Woodside Beach.

These plans include opportunities for new paths within both existing and future residential areas.

Wellington 2030 Strategic Vision

The Wellington 2030 Strategic Vision provides the visions to guide Wellington Shire long term planning. In the context of active travel, the community wanted infrastructure that enables and encouraged healthy and active lifestyles. The Urban Path Plan will ensure it aligns with this community need.

Healthy Wellington Plan 2017 - 2021

Healthy Wellington Plan is a combination of Wellington Shire Municipal Public Health and Wellbeing Plan and Health Promotion Funded Agencies Health Promotion Plan.

Healthy Wellington Plan provides a strategic approach to public health planning for the Wellington Shire, with a strong focus on collaborative partnership. The development and implementation of the Urban Paths Plan will be coordinated by Wellington Shire Council and supported by the Healthy Wellington partnering agencies.

Public Open Space Plan 2014 – 2024

The Wellington Shire Council's Public Open Space Plan provides a framework for the planning and management of Wellington Shire public open space networks, including the urban forest and play spaces (excluding sporting infrastructure). The plan defines how Wellington Shire Council will meet community needs and expectations for urban public open space now and until 2024 in terms of equity, liveability, vitality, sustainability, quality, flexibility, diversity, community health and well-being and efficient use of resources.

This plan acknowledges the strong links that well-planned public open space contributes to increasing health and wellbeing outcomes of a community.



Wellington Access and Inclusion Plan 2017 – 2022

The Wellington Shire Council Access and Inclusion Plan 2017 – 2022 is a Council strategy that identifies how Council services will be more accessible and inclusive, removing barriers experienced by people with a disability.

Safe and accessible is one of the priorities of the Urban Paths Plan. Path projects will align with the priorities of the Access and Inclusion Plan.



CONSULTATION AND ENGAGEMENT

Community engagement for Urban Paths Plan commenced in early 2016 with engagement activities for the development of Council Strategies incorporating health and well-being, being physical active, and transport as a focus.

The strategies include:

- Wellington 2030 Community Vision
- Council Plan 2017-2021
- Healthy Wellington Plan 2017- 2021

During the various engagement activities, the community identified a range of walking and cycling priorities such as:

...support our community to be safe, resilient, healthy, active, connected, accepting of diversity and having access to appropriate and sustainable services and facilities.

This feedback was used to assist in the review of the Walking and Cycling Strategy.

The draft Urban Paths Plan (2018) was completed October 2018. For a period of 12 weeks from November to January 2019, a community engagement process was undertaken to receive feedback on the draft Strategy and proposed walking and cycling projects (Appendix 2).

Engagement activities included:

Media promotion via newspaper articles, social media posts and promotion on council website;

Drop in Sessions at Yarram, Sale, Maffra and Loch Sport.

Public Submission process Overall the feedback received will continued to be used to further develop the annual action plan and walking and cycling projects.



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PLANNING FOR PATHS WITHIN URBAN TOWNS

The key outcome for the Urban Path Plan is to increase and improve active travel in our community.

As identified earlier, increasing active travel such as walking and cycling in a community will have a positive impact on the health, wellbeing, social, environmental and economic status of the Wellington community.

To meet this overall outcome, this strategy and annual action plans will focus on four priority areas as follows:

- Whole of Path Network Planning
- Connectivity of Paths
- Safe and Accessible
- Education and Promotion

WHOLE OF PATH NETWORK PLANNING

Active travel routes will be planned and developed on a whole-of-network basis. This means the network of paths within a town will accommodate a diverse range of recreation and commuter needs.

A well-planned network of active travel routes allows people to travel safely and with ease, whether on foot, bike or other wheeled vehicles. The best active travel routes include a connected network of footpaths, shared paths for pedestrians and cyclists, off road cycle paths, on road cycle lanes and paths for recreation and leisure (Healthy by Design, 2012).

The intention of a whole of path network is to develop a series of safe and accessible paths (shared and standard footpath) that provide connection to community destinations. These destinations include:

- Town center and other smaller shopping centers
- Schools and other educational facilities
- Community facilities including halls, libraries and community centers
- Sporting facilities including ovals, tennis courts, basketball courts and netball courts
- Recreational facilities including swimming pools, skate parks and public parks and gardens
- Railway stations and major bus interchanges
- Entertainment facilities including galleries theatres, hotels, restaurants and cinemas
- Aged care facilities, nursing homes, hospitals and health centers



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Standard Footpath Network

The standard footpath network is primarily for walkers. However, in the context of walking and cycling, consideration needs to be made for children under the age of 12 who are cycling and adults that may be accompanying them on bike.

Other considerations include people who are walking with pram or walking aid, or people travelling on a mobility scooter.

The standard footpath network will be the main form of path used within the whole of path network planning. The standard footpath network will work towards providing direct connections to community destinations.

When planning the standard footpath network, priority consideration should be given to locations that are potentially hazardous to pedestrians such as road and rail crossings, highways and arterial roads with a view to minimising these risks.

Priority should also be given to locations with high numbers of vulnerable pedestrians (children, elderly and people with a disability).

As a rule, the standard footpath network will not be extended to areas of rural zoning, unless the footpath provides a link to key community destinations.

Shared Path Network

The shared path network is infrastructure that allows walkers and cyclists to share a common path separated from vehicle traffic. It is an extension of the standard footpath network.

Shared paths are designed to provide connections between key community destinations within major towns such as Stratford, Sale, Maffra, Yarram, Heyfield and Rosedale.

In accordance with agreed standards, shared footpaths will be a minimum of 2.5 metres wide to allow walkers and cyclists to pass safely and comfortably.

As a rule, shared path network will not be extended to areas of rural zoning, unless the footpath provides a link to key community destinations.

On-Road Bicycle Lane Networks

On road bicycle lanes are on-road lanes reserved for bike riders identified with a bike symbol on the road and a sign which says that it is a bike lane.

Cyclists who are confident enough to ride in traffic will use the on-road bicycle lane network, but the network must also cater for all cyclists over the age of 12 who are no longer permitted to use the footpath network, and novice adult cyclists who are still gaining confidence.

To create a positive culture that promotes walking and cycling, it is important that on-road bicycle lanes are kept clear and not utilised as parking spots for vehicles. Having a parked car in an on-road bicycle lane causes more safety risk to the cyclist making it difficult to ride in a designated bicycle lane.

On-road bicycle lanes will be constructed in accordance with relevant standards and need to be wide, well-marked and well signposted.

On-road bicycle lanes are most appropriate in major towns (e.g. Sale, Maffra, Yarram) which



cover a large area where people are likely to commute by bicycle from one part of town to another.

Roads with no on-road bicycle lane

Where possible, roads will be improved to ensure cyclists can safely share the road with vehicles. This includes sealing of gravel road intersections, shoulder widening, signage and a higher level of maintenance.



CONNECTIVITY OF PATHS

A priority is to ensure all paths are well connected and linked with key community points of interest. Gaps in the existing path network will be addressed as a priority. Future paths will be continuous and well connected to each other and to destinations in the region.

Some sections of Wellington path networks, particularly the footpath network, have gaps, which creates a connection issue to community destinations. This lack of connectivity is a disincentive to the use of path networks in Wellington Shire.

As part of the criteria to determine path development, connectivity will be priority with a focus on completion of gaps in the existing path network, to community destinations.

As mentioned in the [Introduction section](#), smaller missing connections (gaps) in our existing path network, and renewal of existing pedestrian infrastructure, are assessed and reviewed as part of separate capital works programs.



SAFE AND ACCESSIBLE

Active travel routes will be inclusive of people with mobility difficulties including people in wheelchairs, vision impaired, prams and mobility scooters. Infrastructure such as Disability Discrimination Act (DDA) compliant paths, ramps and charging points for mobility scooters will be considered when planning for footpaths.

A safe and accessible whole of path network will ensure residents and visitors of all ages and abilities are able to travel safely to their chosen destination.

The following consideration will be made when developing the whole path network:

- Design for access and mobility - Paths, ramps and walkways should comply with AS1428.1, 1428.4 and 4586.
- Lighting - Where appropriate, lighting will be provided as part of the construction of a shared path. In many cases existing street lighting will be sufficient to light our path networks, however where street lighting is insufficient these routes will have supplementary lighting to a level that makes them safe and inviting after dark.
- Seating – Where possible, seats will be incorporated along path networks to allow for people to rest.
- Wayfinding signs - The provision of good signage enhances walking and cycling routes and can result in increased usage. Signage will be provided with clear direction to points of interest, including distance and duration of journey for active travel modes.
- Bike Parking - Bicycle parking facilities will be available to the public and are provided at key destinations with a particular focus on railway stations, strip shopping centers, leisure facilities, parks and recreation reserves. By providing parking at these locations it will encourage residents to consider cycling as a viable option for short town-based trips as well as for recreational purposes.



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EDUCATION AND PROMOTION

Create a culture in Wellington Shire where people of all ages choose walking and cycling (or active travel) as a safe and easy way to travel to a community destination.

There are several resources available to encourage people to walk and cycle. As a starting point, the Wellington Shire Council website provides helpful walking and cycling information via the [Walking and Cycling webpage](#).

Promoting Walking and Cycling

There are a number of methods that can be utilised to promote walking and cycling. These are;

- **Brochures** - Existing walking and cycling brochures can be updated by Council in partnership with walking and cycling groups and the local community.
- **Social Media / Website** - Wellington Shire Council's website can include information on walking and cycling in Wellington including upcoming events, brochures and promotion of new walking and cycling infrastructure. In addition, this information will be available through social media and links on other relevant websites to maximise the reach of this information.
- **Newspapers / Community Newsletters** – Walking tracks and cycle paths will be promoted in the local newspapers and newsletters.

Future promotion of walking and cycling by will focus on key messages such as:

- The health benefits of walking and cycling
- The infrastructure that Wellington Shire Council offers for walking and cycling
- Resources to ensure that people are walking and cycling safely
- Events promoting participation in walking and cycling

Learning from a young age

Learning safe walking and cycling habits at a young age increases the likelihood that children will continue these habits throughout their life.

Wellington Shire Council in partnership with Wellington Shire kindergarten, primary and secondary schools will promote active transport options to students via the following program:

Bicycle Education Programs

VicRoads has developed the Bike Ed program that is designed to help children aged 8 to 12 years to develop the skills they need to ride safely and independently on roads and paths.

To assist primary schools with running Bike Ed program, Wellington Shire Council have provided the following resources:

- Wellington Bike Ed Trailer(s)
- 24 youth bicycles



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- Wellington Bike Ed Framework – incorporates Bike Ed curriculum into VELS curriculum
- Funding to send teachers and or community volunteers to Bicycle Safety Education Instructor Training.

There are opportunities where Wellington Shire Council can apply for external funding to deliver education programs that promote active travel and road safety. Where possible, Wellington Shire Council will continue to seek funding to deliver these projects and any other that are relevant. Some of these projects include:

Walk to School Program

The Wellington Walk to School Program is sponsored by VicHealth, and focusses on promoting active transport (including walking, riding, skating and scooting) in primary schools in the month of October. Wellington Shire Council encourages primary schools to register and run activities throughout the month of October. Schools with high participation rates are rewarded with prizes.

VicRoads Community Road Safety Programs

VicRoads provide funding for communities to implement programs that address road safety for pedestrians and vehicle users. Wellington Shire Council has annually applied for funding to address walking and cycling and road safety priorities in our local community. Programs include Safe to School Program, Awareness Raising Younger Drivers, and Driver Distraction.



CRITERIA FOR DETERMINING PATH DEVELOPMENT PRIORITIES

The following criteria have been developed to guide priorities for development of Urban Path Infrastructure.

Infrastructure projects can include paths, lighting, seating, tree planting for shade and way finding signage to ensure desired outcomes.

Having criteria allows for infrastructure projects to be easily assessed and added to the existing prioritised list ([refer to Appendix 2](#)). The model features 6 factors that seek to assess the priority of each infrastructure project. They include:

1. Town status / size:

Major Towns:

Shared Path

- Access to a shared path network within 400m of residential property
- Residential areas are connected to major activity centers and major activity areas are connected to each other.

Standard Footpath

- Access to footpath network within 200m of residential property
- Role is to feed pedestrians onto shared path network

Small Towns:

Shared Path

- Only to be installed between major activity centres

Footpath

- Access to footpath network within 400m of residential property

As a rule, shared and standard footpath network will not be extended to areas of rural zoning, unless the footpath provides a link to key community destinations.

As a rule, all paths listed in the Urban Paths Plan will be cement footpaths.

2. Improves access to community destinations

E.g. Project will improve pedestrian and cyclist access to community destinations. The greater the number of community destinations a path is servicing, the higher its priority.

3. Existing infrastructure

F.g. The amount of existing infrastructure (such as a footpath on opposite side of road) available for pedestrians and cyclists on the proposed route. This also include alternative path options for pedestrians and cyclists.

4. Community Advocacy

Majority of the community support the project, and / or Council has received identification and advocacy as part of community planning methods.



5. Minimises risk associated with paths

E.g. Project makes the path network safer for pedestrian and cyclist and / or minimises risk implications for Council.

6. Poor / inadequate level of path provision in the area

E.g. Paths are narrow, have poor surveillance or do not have a sealed surface.

Considerations for path infrastructure:

When identifying future walking and cycling projects further considerations will include:

- Cost of providing required additional infrastructure such as, rail / creek crossing
- car parking
- way finding signage
- seating
- lighting

Community destinations include:

- Town center and other smaller shopping centers
- Schools and other educational facilities
- Community facilities including halls, libraries and community centers
- Sporting facilities including ovals, tennis courts, basketball courts and netball courts
- Recreational facilities including swimming pools, skate parks and public parks and gardens
- Railway stations and major bus interchanges
- Entertainment facilities including galleries theatres, hotels, restaurants and cinemas
- Aged care facilities, nursing homes, hospitals and health centers



REVIEW AND EVALUATION

The Urban Paths Plan (2018) will remain as is once adopted until the majority of paths listed are complete. However, the action plan and footpath projects listed will be reviewed on an annual basis.

Progress on this plan will be reported to Council and the broader community via media releases relating to walking and cycling projects.

To enable the Urban Paths Plan (2018) to achieve its desired goals, actions and tasks will be developed for some business units within Council. The actions and tasks will be integrated into Council's business planning system which will ensure regular reporting takes place as part of the existing Council business planning cycle of mid-year and annual reviews.

Ongoing Work

A regular audit schedule has been developed to check the standard of the urban path network and identify any maintenance issues that need to be addressed and identify potential new projects to be investigated by council.

All community members have an opportunity to be involved in providing feedback about urban footpaths through the Council Customer Action Request Form. This form can be used to inform Council of issues with paths and also to suggest projects to provide better connectivity.

The Customer Action Request Form is located on the [council website](#).





APPENDIX 1: WELLINGTON SHIRE URBAN PATHS ACTION PLAN 2018

This action plan will be reviewed annually, and progress will be reported to via Council Annual Report and Council Meetings.

The overall outcome for the 'Urban Paths Plan' is to increase active travel in our community.

The annual action plan will focus on the four priority areas. They include:

- Whole of Path Network Planning
- Connectivity of Paths
- Safe and Accessible
- Education and Promotion

Outcomes	Actions	Responsibility within Council	Timeframe	Evidence of Success
Whole of Path Network Planning – Active travel routes will be planned and developed on a whole-of-network basis. This means the network of paths within a town will accommodate a diverse	1. Establish an internal Council working group to: <ul style="list-style-type: none"> - Ensure a coordinated approach to the planning and development of the whole of path network. - Ensure working group is made up of staff from Social / 	Built and Natural Environment Division Land Use Planning Business Unit Business Development	June 2018	Maps completed and published on Council website.

Outcomes	Actions	Responsibility within Council	Timeframe	Evidence of Success
range of recreational and commuter needs.	Community Planning, Land Use Planning, and Infrastructure Planning.	Community Wellbeing – Facilities Planning, Social Planning		
	2. Map existing whole of path network within each town across Wellington Shire. - Include design requirement for infrastructures such as landscaping and trees that provide amenity and biodiversity benefits.	Built and Natural Environment Division Community Wellbeing – Facilities Planning, Social Planning	November 2018	Maps completed and published on Council website.
	3. Prepare a 20-year walking and cycling capital project list including budget (Appendix 2)	Built and Natural Environment Division Land Use Planning Business Unit Business Development Community Wellbeing – Facilities Planning, Social Planning	November 2018	Maps completed and published on Council website.

Outcomes	Actions	Responsibility within Council	Timeframe	Evidence of Success
	4. Develop framework that guides the development of footpath networks within Wellington Shire Local, Neighbourhood, District, or Regional Open Spaces (such as Parks and Gardens)	Natural Environment, Open Space Planning	2019	Framework completed and published on Council website.
	5. Develop framework that guides the development of footpath networks within council owned and managed Community Facilities (example Community Halls, Recreational and Sporting Reserves).	Community Wellbeing, Community Facilities Planning	2019	Framework completed and published on Council website.

Outcomes	Actions	Responsibility within Council	Timeframe	Evidence of Success
Connectivity of Paths – A priority is to ensure all paths are well connected and linked with key community points of interest. Gaps in the existing path network will	1. Conduct an audit of the existing path network and identify gaps. - Small gaps in the network will be incorporated in renewal capital	Internal Council Working group made up of staff from: Built and Natural Environment Division Land Use Planning Business Unit	2018 – 2019	Audit completed, and gaps incorporated in either Walking and Cycling Program or Path renewal Program.

Outcomes	Actions	Responsibility within Council	Timeframe	Evidence of Success
be addressed as a matter of priority.	works program. - Large gaps in the network will be incorporated in Walking and Cycling capital works program (Appendix 2)	Community Wellbeing – Facilities Planning, Social Planning		
	2. Where appropriate, prepare Business Case for additional footpaths that address a gap in path network.	Council Staff	Ongoing	Evidence of Business Case and outcome/s.

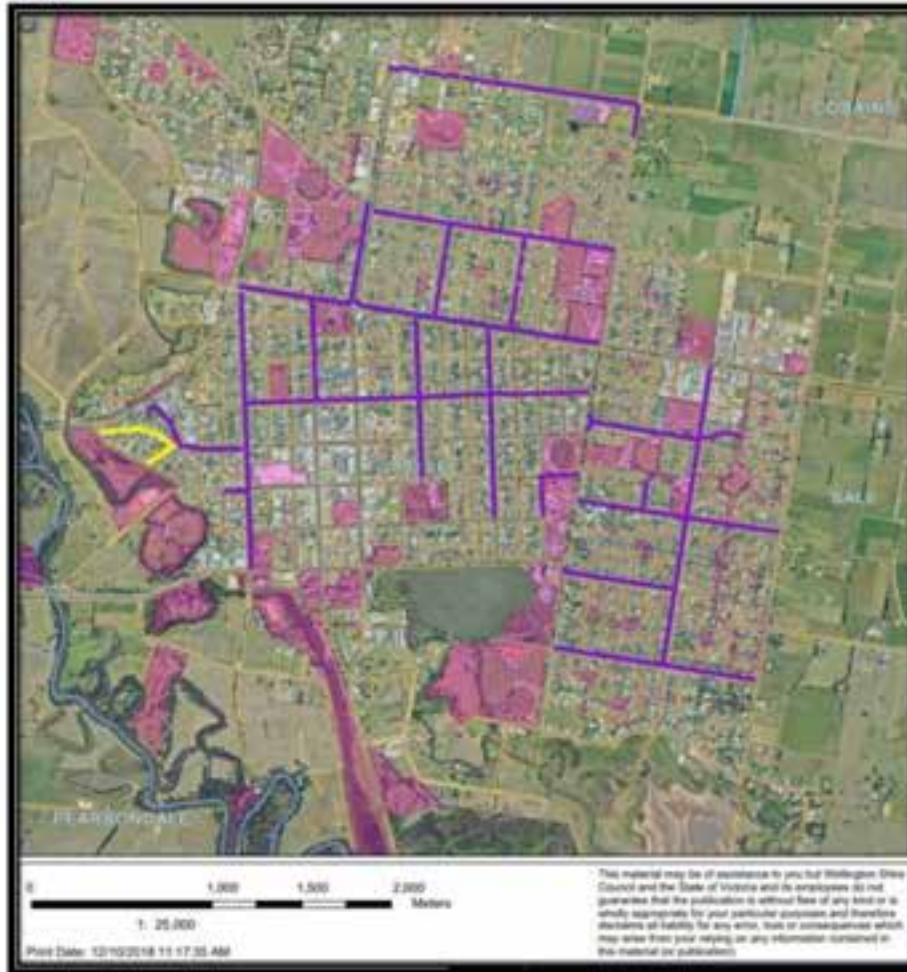
Outcomes	Actions	Responsibility within Council	Timeframe	Evidence of Success
Safe and Accessible – A safe and accessible whole of path network will ensure residents and visitors of all ages and abilities are able to travel safely to their chosen destination.	1. Commence an audit of signage to identify off-road and on-road signage requirements (location, type) for pathways. Prepare a timeline and budget for the installation of Signage.	Built and Natural Environment Division	2019	Audit completed and works program developed to address recommendations.
	2. Commence an audit of seating and bike	Built and Natural Environment Division	2019	Audit completed and works program developed

	<p>parking across Wellington Shire. Audit will identify areas that require seating and bike parking.</p> <p>Prepare a timeline and budget for the installation of seats and Bike Parking.</p>			to address recommendations.

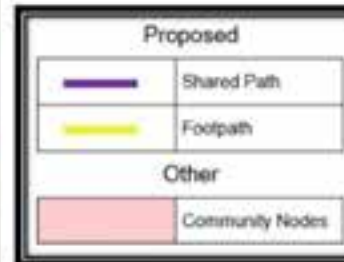
Outcomes	Actions	Responsibility within Council	Timeframe	Evidence of Success
Education and Promotion – Create a culture in Wellington Shire where people of all ages choose walking and cycling (or active travel) as a safe and easy way to travel to a community destination	1. Wellington Shire Council seek external funding to deliver education programs that promote active travel and road safety.	Community Wellbeing, Social Planning	Ongoing	External funding received Projects implemented in accordance to funding guidelines. Individual project evaluation
	2. Promote of walking and cycling paths via: <ul style="list-style-type: none"> - Council media channels - Libraries - Leisure Services 	Media and PR Team Community Wellbeing, Social Planning	Ongoing	Communication Plan developed which includes scheduling of promotion of walking and cycling paths.

APPENDIX 2: WALKING AND CYCLING CAPITAL PROJECTS LIST

Sale



Path type	Road Name	Project Location
Shared Path	Stowell Street	Reeve Street to Guthridge Parade
Shared Path	Cobains Road / Gibsons Street	
Shared Path	Dawson Street	York Street to Guthridge Parade
Shared Path	York Street	Dawson Street to Raglan Street
Shared Path	Raglan Street	Reeve Street to Guthridge Parade
Shared Path	Reeve Street	Raglan Street to Foster Street
Shared Path	Raymond Street	Raglan Street to Stowell Street
Shared Path	Market Street	Raglan Street to Cunninghame Street
Shared Path	Landsdowne Street	Raglan Street to Macalister Street
Shared Path	Palmerston Street	Cunninghame Street to Macalister Street
Shared Path	Cunninghame Street	Palmerston Street to Guthridge Parade
Shared Path	Petit Drive / Macarthur Street	Railway Station to Reeve Street
Shared Path	Cunninghame Street	Thomson Street to Reeve Street
Shared Path	Stead Street to Patten Street	Guthridge Parade to shared path near Rachel Court
Shared Path	Ingis Street	Guthridge Parade to Patten Street
Shared Path	Arakun Drive	Ingis Street to Stead Reserve
Shared Path	Patten Street	Ingis Street to Raglan Street
Shared Path	Hutchinson Street	Guthridge Parade to Patten Street
Shared Path	Montgomery Street	Guthridge Parade to Somerton Park Road
Shared Path	Cedar Street / Cherry Place	Dawson Street to Raglan Street
Footpath	Topping Street / Carter Street	



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Maffra



Path type	Road Name	Project Location
Shared Path	Cedarwood Drive / Rosewood Court	Boisdale Street to shared path at end of Cedarwood Drive
Shared Path	Powerscourt Street	Shared path to Morrison Street
Shared Path	Powerscourt Street	McKean Street to Alfred Street
Shared Path	Powerscourt Street	Alfred Street to Stratford-Maffra Road
Shared Path	Alfred Street	
Shared Path	Boisdale Street	McKean Street to Princess Street
Shared Path	Princess Street / Boisdale Street	Laura Street to Foster Street
Shared Path	Foster Street	Boisdale Street to Gray Street
Shared Path	Murrian St	Princess St to Johnson Street
Shared Path	Duke Street	River Street to McMillan Street
Shared Path	River Street / Johnson Street / Morrison Drive	Duke Street to Micalister River Park
Shared Path	The Crescent	
Footpath	McAdam Street	Barley Place to Morrison Street

Proposed	
	Shared Path
	Footpath
Existing Paths	
	Low Usage Footpath
	Medium Usage Footpath
	High Usage Footpath
	Shared Path
Other	
	Community Nodes

Stratford



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

Path type	Road Name	Project Location
Shared Path	Wellsford Street / Hobson Street	
Shared Path	Wellsford Street / Mcalister Street	McMillan Street to Lloyd Street
Shared Path	Lloyd Street	McMillan Street to Bolden Street
Shared Path	McMillan Street	Shared path along McMillan Street to Davis Street
Shared Path	Buckley Street	Davis Street to Lee Street
Shared Path	Lee Street / Old Redbank Road	Buckley Street to The Knob Reserve
Shared Path	Mcalister Street	Tyers St to Wellsford Street
Footpath	Fitzroy Street	Tyers Street to Wellsford Street
Footpath	Tyers Street	Fitzroy Street to Dawson Street
Footpath	Dawson Street	Tyers Street to McLaren Street
Footpath	Wellsford Street / Princess Highway	Hobson Street to Carter Street
Footpath	Raymond Street	Menik Street to Soldiers Memorial Park
Footpath	Redbank Road	Lloyd Street to Kilbon Street
Footpath	Redbank Road / Lee Street	Kilbon Street to Old Redbank Road
Footpath	Davis Street / Kilbon Street	Buckley Street to Redbank Road





Proposed	
	Shared Path
	Footpath
Existing Paths	
	Low Usage Footpath
	Medium Usage Footpath
	High Usage Footpath
	Shared Path
Other	
	Community Nodes

The Heart of Gippsland

Heyfield



Path type	Road Name	Project Location
Shared Path	Tyson Road	Skells Street to Mary Street
Shared Path	Davis Street	Mary Street to Macfarlane Street
Shared Path	Macfarlane Street	Davis Street to Gordon Street
Shared Path	Gordon Street	Fawcett Street to Macfarlane Street
Shared Path	Anderson Street	Skells Street to Mary Street
Footpath	Licola Road / Davis Street	

Proposed	
	Shared Path
	Footpath
Existing Paths	
	Low Usage Footpath
	Medium Usage Footpath
	High Usage Footpath
	Shared Path
Other	
	Community Nodes

Yarram



Path type	Road Name	Project Location
Shared Path	Buckley Street / Commercial Road	Railway Avenue to Donald Street
Shared Path	Duke Street	Moore Street to Hood Street
Shared Path	Rodgers Street	Rail Trail to Commercial Road
Shared Path	James Street	Commercial Road to School
Shared Path	Commercial Road	Mclean Street to caravan park
Footpath	Charlotte Road / Rhoda Street / Deanne Drive	
Footpath	Duke Street	Commercial Street to Growse Street
Footpath	Growse Street	James Street to Duke Street
Footpath	Campbell Street	

Proposed	
	Shared Path
	Footpath
Existing Paths	
	Low Usage Footpath
	Medium Usage Footpath
	High Usage Footpath
	Shared Path
Other	
	Community Nodes

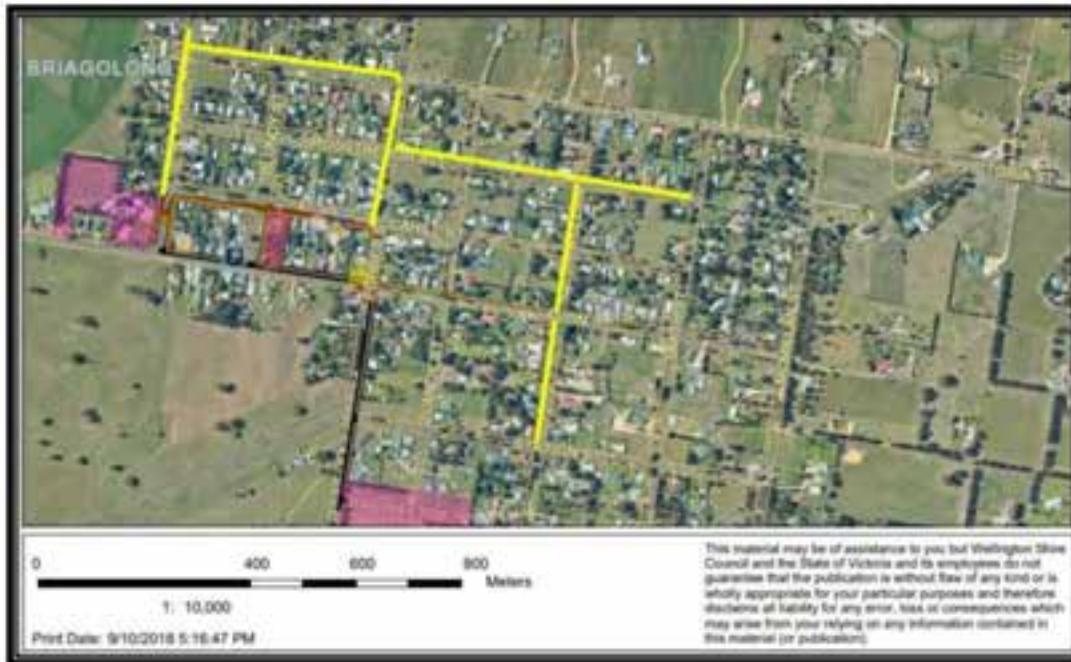
Rosedale



Path type	Road Name	Project Location
Shared Path	Cricket Street / Moore Street	Cricket Street to Duke Street
Shared Path	Duke Street	Moore Street to Hood Street
Shared Path	Wood Street	Duke Street to Dawson Street
Shared Path	Hood Street	Queens Street to Railway Station
Footpath	Mackay Street	King Street to Prince Street

Proposed	
	Shared Path
	Footpath
Existing Paths	
	Low Usage Footpath
	Medium Usage Footpath
	High Usage Footpath
	Shared Path
Other	
	Community Nodes

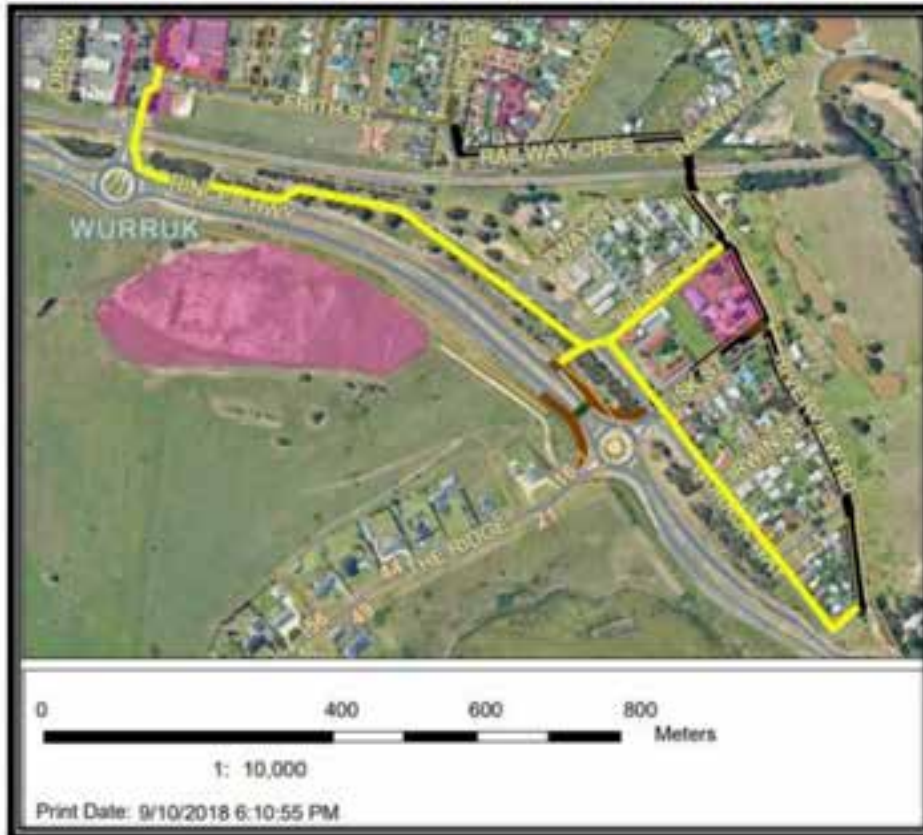
Briarolong



Path type	Road Name	Project Location
Footpath	Church Street	Victoria Street to Cahill Street
Footpath	Victoria Street	Church Street to Forbes Street
Footpath	Forbes Street	Victoria Street to Cahill Street
Footpath	Ross Trevor Avenue	Forbes Street to Smith Street
Footpath	McLean Street	Ross Trevor Avenue to Avon Street

Proposed	
	Shared Path
	Footpath
Existing Paths	
	Low Usage Footpath
	Medium Usage Footpath
	High Usage Footpath
	Shared Path
Other	
	Community Nodes

Wurruk



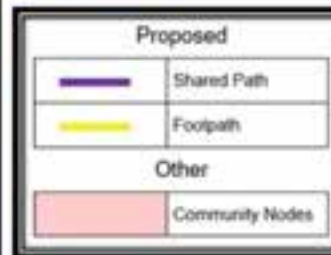
Path type	Road Name	Project Location
Footpath	Princes Highway	Frith Street to Prince Street
Footpath	Wurruk Way	Prince Street to Riverview Road
Footpath	Prince Street	Princess Highway to Riverview Road

Proposed	
	Shared Path
	Footpath
Existing Paths	
	Low Usage Footpath
	Medium Usage Footpath
	High Usage Footpath
	Shared Path
Other	
	Community Nodes

Loch Sport






Path type	Road Name	Project Location
Footpath	Victoria Parade	North of Charles Street (East of Victoria Parade)
Footpath	Charles Street	Victoria Parade to Government Road
Footpath	Government Road	Charles Street to Warren Street
Footpath	Warren Street / Sanctuary Road	Government Road to Cliff Street
Footpath	Basin Boulevard / Marina Drive	Cove Street to Victoria Street
Footpath	Marina Drive	Basin Boulevard to National Park Drive
Footpath	Bream Road	Wattle Grove to National Park Road
Footpath	National Park Road	East end
Footpath	The Boulevard / Mary Street	
Footpath	Toorak Avenue	Graham Street to Mary Street
Footpath	Graham Street	Toorak Avenue to National Park Road



Golden Beach / Paradise Beach



Path type	Road Name	Project Location
Footpath	Moonrise Road	Shoreline Drive to Sea Breeze Avenue
Footpath	Dolphin Avenue	Shoreline Drive to Sunburst Avenue
Footpath	Meridian Road	
Footpath	Surf Edge Drive	
Footpath	Rainbow Road / Azure Avenue	
Footpath	Shoreline Drive	Moonrise Road to Azure Avenue
Footpath	Paradise Beach Road / The Boulevard	Stephenson Avenue to near Twenty Seventh Street

Proposed	
	Shared Path
	Footpath
Other	
	Community Nodes

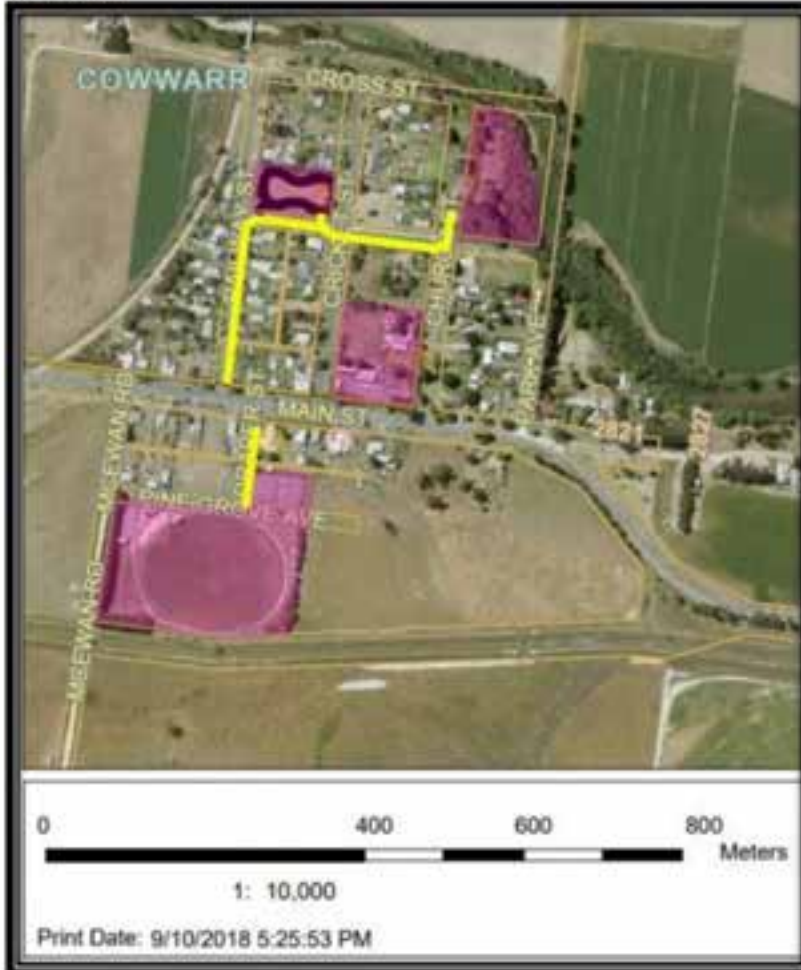
Port Albert



Path type	Road Name	Project Location
Shared Path	Bay Street	Napier Street to Warf Street
Shared Path	Victoria Street	Tarraville Road to Wellington Street
Footpath	Tarraville Road	Raglan Street to Victoria Street

Proposed	
	Shared Path
	Footpath
Existing Paths	
	Low Usage Footpath
	Medium Usage Footpath
	High Usage Footpath
	Shared Path
Other	
	Community Nodes

Cowwarr










Path type	Road Name	Project Location
Footpath	Draper Street	Main Street to Pine Grove Avenue
Footpath	Railway Street	Morgan Street to Main Street
Footpath	Morgan Street / Chu Railway Street	to Church Street

Proposed	
	Shared Path
	Footpath
Existing Paths	
	Low Usage Footpath
	Medium Usage Footpath
	High Usage Footpath
	Shared Path
Other	
	Community Nodes

Alberton



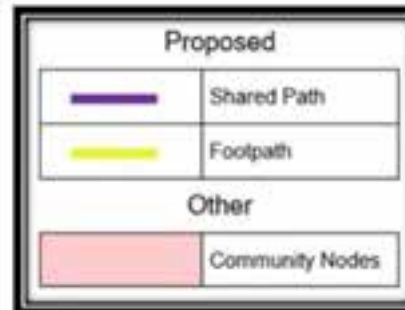
Path type	Road Name	Project Location
Shared Path	Broughton Street	Thomson Street to Reserve

Proposed	
	Shared Path
	Footpath
Existing Paths	
	Low Usage Footpath
	Medium Usage Footpath
	High Usage Footpath
	Shared Path
Other	
	Community Nodes

Seaspray



Path type	Road Name	Project Location
Shared Path	Foreshore Road	
Footpath	Lyons Street / Bearup Street	Bearup Street to Foreshore Road
Footpath	Main Road	Ellel Avenue to Davies Street
Footpath	Main Road	Centre Road to Hansen Street
Footpath	Centre Road	Main Road to Shoreline Drive
Footpath	Shoreline Drive / Fitcher Street	Centre Road to Government Road



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

DIVISION: COMMUNITY AND CULTURE
 ACTION OFFICER: MANAGER COMMUNITY WELLBEING
 DATE: 4 DECEMBER 2018

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

OBJECTIVE

For Council to receive the minutes from the Briagolong Recreation Reserve Committee of Management's Annual and General Meetings held on 8 October 2018 and 12 November 2018.

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

That Council receive the minutes from the Briagolong Recreation Reserve Committee of Management's Annual and General Meetings held on 8 October 2018 and 12 November 2018.

BACKGROUND

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

The objectives of the Special Committee are:

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

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

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

OPTIONS

Council has the following options:

1. Receive the minutes from the Briagolong Recreation Reserve Committee of Management's Annual and General Meetings held on 8 October 2018 and 12 November 2018; or
2. Seek further information to be considered at a future Council Meeting.

PROPOSAL

That Council receive the minutes from the Briagolong Recreation Reserve Committee of Management's Annual and General Meetings held on 8 October 2018 and 12 November 2018.

CONFLICT OF INTEREST

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

LEGISLATIVE IMPACT

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

COUNCIL POLICY IMPACT

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

COUNCIL PLAN IMPACT

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

Strategic Objective 2.2

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

Strategy 2.2.2

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

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

Briagolong Rec Reserve

8 October 2018

7:40pm

1. Present / Apologies

Name	Title	Representing	Present / Apology
Carmel Ripper	Councillor	Wellington Shire	Present
Denis Murphy	Chairperson	Cricket	Present
Maree May	Secretary	Cricket	Apology
Vanessa Randle	Treasurer	Tennis	Present
Kylie Wright		Community	Apology
Darren Randle		Community	Present
Josh Harry		Community	Apology
Jenny Elliott		Pony Club	
Melissa Conway		Junior Football	Apology
Michael Pleydell		Community	Apology
Tracie Binger		Tennis	Present
Megan Lee		Community	Apology
Sharnelle Anlezark		Junior Football	Present
Tracey Ryan		Pony Club	Present
Brian Gibson	Guest	WSC	Present
Samantha Maxwell	Guest	WSC	Present
James	Guest	JJC Designs	Present

Standing orders suspended while presentation from shire on status of facility upgrade

Quorum Achieved?

Yes

2. Declaration of Conflicts of Interest.

Nil

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

Moved: Denis Murphy

Seconded: Tracie Binger

CARRIED

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

4. Business Arising from Previous Minutes

Arborist to come back and finish job

5. Correspondence In

WSC- Essential Safety Measures report update pages
Invoice for \$40k as committees contribution to facility upgrade
Final layout for the new facility

6. Correspondence Out – date previous minutes sent to Council

Planning permit for shed
Letter to cricket club to remove old shed by 10 November so new shed can go up.

7. Reports

7.1 Chairperson's Report

Nil

7.2 Treasurer's Report

Books at auditors, report as tabled
Moved Vanessa Randle Seconded Denis Murphy Carried

7.3 User Group Report

Pony Club

Yesterday rally was well attended
Members at Latrobe valley event
Zone games coming up Sunday
Pony club camp at Roseneath
30th anniversary of the club coming up
Request for when Cricket finishes to assist with planning events, Denis to follow up with Tracey
Fence between pony club and private fence discussed

Tennis

Tuesday night tennis starts tomorrow night, 4 teams
Saturday pennant tennis, 3 junior teams

Football

Nothing to report, meeting coming up next Monday

Cricket

Seniors started two weeks ago
Juniors start this weekend U12 & U14
Casserole night Saturday was well attended
Cricket club would like to book 17 Nov, 15 Dec, 20 Oct, 5 Jan, 16 Feb, Vanessa to text out to clubs for clashes

Community

Toro to be serviced
Darren to inspect the John Deere

Volunteers- John back from holidays
Darren to see him regarding mowing in 2018/19

8. OHS / Risk / Facility Fault Report

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

10. General Business

11. Next Meeting

Monday 19 November 7:30pm 2018.
This meeting will be the AGM.

Meeting Closed Time:

9.14pm

These minutes are:

Confirmed as true and correct on
Date

Or

Corrections have been made and noted at the meeting on
Date

Chairperson Signature.....

Briagolong Rec Reserve

12 November 2018

8:25pm

1. Present / Apologies

Name	Title	Representing	Present / Apology
Carmel Ripper	Councillor	Wellington Shire	Present
Denis Murphy	Chairperson	Cricket	Present
Vanessa Randle	Treasurer	Tennis	Present
Darren Randle		Community	Present
Josh Harry		Community	Present
Melissa Conway		Junior Football	Apology
Michael Pleydell		Community	Apology
Tracie Binger		Tennis	Present
Sharnelle Anlezark		Junior Football	Present
Tracey Ryan		Pony Club	Present

Quorum Achieved?

Yes

2. Declaration of Conflicts of Interest.

Nil.

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

Moved: Denis Murphy **Seconded:** Tracie Binger **CARRIED**

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

4. Business Arising from Previous Minutes

Arborist to come back and finish job on 17 November

5. Correspondence In

Final layout for the new facility

6. Correspondence Out – date previous minutes sent to Council

Planning permit for shed- CFA required a Bushfire Management Plan
Cricket club to remove old shed by end of November so new shed can go up.

7. Reports

a. Chairperson's Report

Nil

b. Treasurer's Report

Books at auditors, report as tabled

Vanessa to move \$10k to the Bendigo account

Moved Vanessa, Seconded Tracie Binger Carried

c. User Group Reports

Pony Club

Yesterday rally was well attended

Ribbons at local shows

Zone showjumping coming up

Pony club dates:

- Proposing- Navigation Ride Sat 23 Feb, both ovals being used for cricket, could be accommodated
- Proposing to use the bottom oval next winter, still finding dates.

Tennis

LVA grant lodged

Tuesday night tennis going well

Saturday 4 junior teams

No hot water today, and men's toilet was dirty.

Football

Nothing to report

Cricket

Christmas market on 7 Dec. Stall holders able to put passenger vehicles on oval, not large vehicles or trucks, to be reassessed. Pre and post inspection to occur. \$1,000 bond. Josh and Tracie to do the assessment.

3 Senior and 2 junior teams

Community

Makers Market 24 November- to coincide with election voting
Council officers attending the Rec Reserve on 23 November. Vanessa and Tracie attending

Volunteers- John has been doing some mowing. Darren met with him to discuss volunteering at the reserve. Committee to purchase a gift for him, \$100 voucher- Tennis \$50, Rec Reserve \$50

8. OHS / Risk / Facility Fault Report

Travelling irrigator playing up, drive motor returned to manufacturer
Hot water unit

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

10. General Business

Pony club to sort out agistment with Kylie

11. Next Meeting

Monday 10 December 7:30pm 2018.

Meeting Closed Time:

9.10pm

These minutes are:

Confirmed as true and correct on
Date

Or

Corrections have been made and noted at the meeting on
Date

Chairperson Signature.....

**BRIAGOLONG RECREATION RESERVE
Special Committee of Council
ANNUAL GENERAL MEETING
MINUTES**

MEETING DATE: 12th November 2018

MEETING TIME: 7:30 pm

MEETING VENUE: Briagolong Recreation Reserve Clubrooms

Meeting Opened Time: 7.35pm

1. Present / Apologies

Name	Title	Representing	Present / Apology
Carmel Ripper	Councillor	Shire/Chair	Present
Denis Murphy	Chairperson	Cricket Club	Present
Vacant	Secretary	Community	Present
Vanessa Randle	Treasurer	Tennis Club	Present
Michael Pleydell		Community	Apology
Tracie Binger		Tennis Club	Present
Sharn Anlezark		Community	Present
Darren Randle		Community	Present
Josh Harry		Community	Present
Tracey Ryan		Pony Club	Present
Briony Padman		Cricket Club	Present
Melissa Conway		Football Club	Apology
Mark Wagstaff		Pony Club	Absent

Quorum Achieved: YES

2. Declaration of Conflicts of Interest: NIL

3. Confirmation of Minutes of Previous Annual General Meeting

Moved: Denis Murphy Seconded: Josh Harry CARRIED

4. Business Arising from Previous AGM

5. Reports

5.1 Chairperson's Report: As presented

5.2 Treasurer's Report:

- Auditors report presented.
- Yearly budget projection presented.
- October 2018 Treasurer's report presented during normal business.

5.3 User Group Reports:

Football:

- President: Megan Lee Secretary: Melissa Conway

Cricket:

- President: Craig Stewart Secretary: Di Annear

Tennis:

- President: Tracie Binger Secretary: Megan Lee

Pony Club:

- President: Susan Noble Secretary: Kylie Cunning

Community:

-

6. Election of Office Bearers:

All positions declared vacant.

6.1 Chairperson

Name: Denis Murphy

Moved: Tracie Binger

Seconded: Josh Harry

CARRIED

6.2 Secretary

Name: Melissa Conway

Moved: Denis Murphy

Seconded: Briony Padman

CARRIED

6.3 Treasurer

Name: Vanessa Randle

Moved: Tracie Binger

Seconded: Josh Harry

CARRIED

6.4 Special Committee Fact Sheet read:

- To be distributed to successful nominated candidates.

7. Schedule of Fees:

Committee proposes the below, based on reps taking back to the clubs for comment:

- Cricket club stays at \$750 as they are not impacted by the facility upgrade.
- Tennis Club- \$500 not much impact other than require toilets and fridge
- Pony Club- \$500, require fridge and toilet
- Football Club- \$250, won't be able to play games at Reserve (going to Boisdale), but will keep training at Briag.
- Hire of clubrooms – Bond to be at committee's discretion and joint agreement.
- Signatories: Melissa to be added as a signatory. Denis Murphy & Vanessa Randle to remain as signatory.

CARRIED

Fee review conducted in April 2018 as requested at 2017 AGM.

CARRIED

8. Committee's Rules for the Reserve:

- No glass during events on any playing surface.
- No vehicles or heavy machinery on ovals without prior approval.

CARRIED

9. Forward Planning Strategies:

- Pavilion upgrade

CARRIED

10. Next Calendar Year Meeting Dates:

- Meetings to be held on the 2nd Monday of each month at 7.30pm at Briagolong Recreation Reserve clubrooms.

CARRIED

11. Next Annual General Meeting:

- 14th October 2019 at 7.30pm at venue to be decided.

CARRIED

Meeting Closed Time: 8.20pm

Briagolong Recreation Reserve Presidents Report 2017 / 2018

Achievements for the year to date:

- Development of draft refurbishment plan for the pavilion
- Completed detailed design and approved for final tender process
- Payment to Council of \$40,000 contribution to refurbishment
- Completed discussions with Pony Club and attended mediation around the use of the top oval for events and payment plan of their contribution to the refurbishment
- Completed insurance claim for new travelling irrigator (\$10,000)
- Conducted working focussing on minor vegetation removal
- Provided support to both Pony Club and Tennis Club for LVA grant applications
- One Gymkhana was run
- One Christmas market was run
- Pre planning, planning permit application and purchase of new works shed

Ongoing work to improve relationships within the four User groups and forward planning post the refurbishment on reducing running costs and development of an ongoing maintenance plan.

Regards

Denis Murphy

**Briagolong Recreation Reserve
Statement of Receipts and Expenses
for the year ended June 30, 2018**

	2017/18		2016/17		2015/16		2014/15					
		CBA A/C	Bendigo A/C		CBA A/C	Bendigo A/C						
CASH AT BANK JULY 1ST	\$	29567.55	22317.55	7250.00	\$	13709.42	13709.42	0.00	\$	15418.41	\$	11993.32
Receipts												
Rent	4200.00	4200.00		4050.00	1800.00	2250.00	2650.00		2150.00			
Wellington Shire - Operating Subsidy	15251.04	15251.04		15146.45	15146.45		14587.00		14163.00			
Sale of Scrap (metal)												
Donations/Contributions	20000.00	10000.00	10000.00	5000.00		5000.00			387.50			
Interest				1.84	1.84		4.57		3.88			
Wellington Shire - Grants				1386.00	1386.00				5000.00			
Misc income (overpayment reimbursement)	3476.73	3476.73					250.00					
GST Refunds	466.88	466.88		448.19	448.19		1041.92		1161.52			
TOTAL RECEIPTS	43394.65	33394.65	10000.00	26032.48	18782.48	7250.00	18533.49		22865.90			
Expenditure												
Audit Fee	341.00	341.00		330.00	330.00		319.00		294.80			
Asset Purchase							281.50		1350.00			
Cleaning	213.00	213.00		409.49	409.49		1020.00		1418.75			
Gas	179.40	179.40							411.00			
Electricity	5781.34	5781.34		4544.24	4544.24		4459.88		4243.89			
Maintenance/Facilities	1771.79	1771.79		4895.71	4895.71		9755.17		8589.45			
Maintenance/Equipment	1604.09	1604.09		906.24	906.24		636.60		1163.25			
Miscellaneous items	3032.63	3032.63		172.60	172.60				995.78			
Water	1031.46	1031.46		791.67	791.67		3919.93		1056.88			
GST Paid				0.00	0.00		0.00		0.00			
TOTAL EXPENDITURE	13954.71	13954.71	0.00	12049.95	12049.95	0.00	20392.08		19523.80			
Net Surplus(loss) Year Ending	29439.94	29439.94	19439.94	13982.53	13982.53	7250.00	-1858.59	-1858.59	3342.10	3342.10		
Add: outstanding cheques	36.43	36.43	36.43	1875.60	1875.60	0.00	149.60	149.60	83.00	83.00		
BALANCE OF CASH AT BANK JUNE 30TH	59043.92	41793.92	17250.00	29567.55	22317.55	7250.00	13709.42	13709.42	15418.42	15418.42		
TOTAL OF ALL ACCOUNTS AT 30/06/2018												\$59,043.92

I hereby certify that the above statement is a true record of the income, expenses and financial activities of the Briagolong Recreation Reserve, the statement is unaudited and amounts presented are inclusive of GST to be consistent with the previous year's reporting.

Treasurer: Vanessa Randle *V. Randle*

Transaction records, Ledger, minutes and treasurers reports of the Briagolong Recreation Reserve, for the 2017/18 financial year, to be audited by:

DMG Financial Pty Ltd
67-71 Foster St, Sale Vic 3850

INDEPENDENT AUDITOR'S REPORT

To the Briagolong Recreational Reserve

Qualified Opinion

We have audited the accompanying Statement of Receipts and Expenses ("the statement") of Briagolong Recreational Reserve for the year ending 30 June 2018. The statement has been prepared by the committee members based on the financial reporting framework required by the Wellington Shire Council Terms of Reference ("Terms of Reference").

In our opinion, except for the possible effects of the matters described in the Basis for Qualified Opinion paragraph, the financial information in the statement, being the Statement of Receipts and Expenses for the year ending 30 June 2018, is prepared in all material respects in accordance with the Wellington Shire Council Terms of Reference.

Basis for Qualified Opinion

Cash Receipts

It is impracticable to establish controls over all monies received prior to entry into the financial records. Accordingly, as the evidence available to audit regarding revenue was limited, our audit procedures were restricted to the amounts recorded in the financial records and we are therefore unable to express an opinion on whether the recorded revenue is free of material misstatement.

Basis of Accounting

Without further modifying our opinion, we draw attention the fact that the statement has been prepared for the purpose of fulfilling the committee members' reporting responsibilities under the Wellington Shire Council Terms of Reference. As a result, the statement may not be suitable for another purpose.

Responsibilities of Management and the Committee for the Financial Report

Management is responsible for the preparation and fair presentation of the financial report in accordance with Australian Accounting Standards, and for such internal control as management determines is necessary to enable the preparation of the financial report that is free from material misstatement, whether due to fraud or error.

In preparing the financial report, management is responsible for assessing the Entity's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless management either intends to liquidate the Entity or to cease operations, or has no realistic alternative but to do so.

The Committee is responsible for overseeing the Entity's financial reporting process.

Auditor's Responsibilities for the Audit of the Financial Report

Our objectives are to obtain reasonable assurance about whether the financial report as a whole is free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with Australian Auditing Standards will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of the financial report.

We are independent of the Entity in accordance with the ethical requirements of the Accounting Professional and Ethical Standards Board's APES 110 *Code of Ethics for Professional Accountants* (the Code) that are relevant to our audit of the financial report in Australia. We have also fulfilled our other ethical responsibilities in accordance with the Code.



Rochelle Wrigglesworth
Director
GippsAudit Pty Ltd

Date: 24 October 2018
Place: Sale



D. URGENT BUSINESS



E. FURTHER GALLERY AND CHAT ROOM COMMENTS

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

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

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

Meeting declared closed at: pm

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



F. CONFIDENTIAL ATTACHMENT/S


F. CONFIDENTIAL ATTACHMENT/S



**ORDINARY COUNCIL MEETING
4 DECEMBER 2018**

On this 21st day of November 2018, in accordance with Section 77 Clause (2)(c) of the *Local Government Act 1989*; I, John Websdale (Delegate) declare that the information contained in the attached document **ITEM F1.1 YARRAM AERODROME BUSINESS LEASES** is confidential because it relates to the following grounds under Section 89(2) of the *Local Government Act 1989*:

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


.....
John Websdale General Manager Development (Delegate)



**ORDINARY COUNCIL MEETING
4 DECEMBER 2018**

On this day of 27 November 2018 , in accordance with Section 77 Clause (2) (c) of *the Local Government Act 1989*; I Chris Hastie General Manager Built and Natural Environment declare that the information contained in the attached document **ITEM F1.2 REVOCATION OF AN UNUSED ROAD LICENCE - GOVERNMENT ROAD EAST OF LOT 2 PS613367 – PARISH OF COONGULLA** confidential because it relates to the following grounds under Section 89(2) of the *Local Government Act 1989*:

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



.....
Chris Hastie General Manager Built and Natural Environment (Delegate)



G. IN CLOSED SESSION

G. IN CLOSED SESSION

COUNCILLOR

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

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

IN CLOSED SESSION

COUNCILLOR

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



**ORDINARY COUNCIL MEETING
4 DECEMBER 2018**

On this day of 27 November 2018, in accordance with Section 77 Clause (2) (c) of *the Local Government Act 1989*; I Chris Hastie General Manager Built and Natural Environment declare that the information contained in the attached document **ITEM G1.1 FLOODING CREEK SALE OPEN SPACE PLAN** confidential because it relates to the following grounds under Section 89(2) of the *Local Government Act 1989*:

d) Contractual matters



.....
Chris Hastie General Manager Built and Natural Environment (Delegate)