



WELLINGTON

SHIRE COUNCIL

The Heart of Gippsland

Council Meeting Agenda

Meeting to be held at

Council Chambers - Wellington Centre

Foster Street, Sale

Tuesday 21 May 2019, commencing at 6pm

or join Wellington on the Web:

www.wellington.vic.gov.au

ORDINARY MEETING OF COUNCIL – 21 MAY 2019

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Council Meeting Information

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

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

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



A - PROCEDURAL



STATEMENT OF ACKNOWLEDGEMENT

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



PRAYER

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

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

Amen



A - PROCEDURAL

A4 CONFIRMATION OF MINUTES OF PREVIOUS COUNCIL MEETING/S

ITEM A4

ADOPTION OF MINUTES OF PREVIOUS MEETING/S

ACTION OFFICER:

GENERAL MANAGER CORPORATE SERVICES

DATE:

21 MAY 2019

OBJECTIVE

To adopt the minutes of the Ordinary Council Meeting of 7 May 2019.

PUBLIC QUESTIONS AND COMMENTS FROM THE GALLERY

RECOMMENDATION

That Council adopt the minutes and resolutions of the Ordinary Council Meeting of 7 May 2019.

CONFLICT OF INTEREST

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



A - PROCEDURAL

A5 BUSINESS ARISING FROM PREVIOUS MEETING/S



A - PROCEDURAL

A6 ACCEPTANCE OF LATE ITEMS



A - PROCEDURAL

A7 NOTICE/S OF MOTION

ITEM A7(1)

NOTICE OF MOTION – McLOUGHLINS BEACH JETTY

OFFICER:

COUNCILLOR GARRY STEPHENS

DATE:

21 MAY 2019

I, Councillor Garry Stephens, hereby give notice of my intention to move the following motion at the Ordinary Meeting of Council on 21 May 2019.

“That the Mayor write to the Hon Melissa Horne, Minister for Ports and Freight, requesting: -

- 1. A review of the condition of the McLoughlin’s Beach Jetty;***
- 2. A commitment to funding a replacement of the McLoughlin’s Beach Jetty; and***
- 3. That the Minister ascertain the following:***
 - a) The number of boating incidents that have involved a need to use the Jetty over the past 20 years;***
 - b) The need to access the Jetty as part of the response to a marine oil spill east of Port Albert, and***
 - c) As a result of her findings regarding the matters listed above, confirm whether a higher priority can be given by the State Government to funding a replacement of the McLoughlin’s Beach Jetty.”***

Rationale

Wellington Shire has been involved in discussions about the future of the McLoughlin’s Beach Jetty as far back as 2004. The Council also formed a working group to discuss the ways to fund a replacement of the Jetty. This Jetty is the responsibility of Gippsland Ports and the role of Council is to advocate on behalf of residents and the boating fraternity for the upgrade and maintenance of this jetty. There is anecdotal evidence to suggest that use of the jetty by emergency services has saved lives on several occasions. The jetty has been slowly deteriorating since a major refurbishment in 1985. Eventually it will reach the stage of being removed or replaced. It is remarkable to read the information from 2004 to 2006 and see that the jetty is still functioning today, 15 years later. If funding cannot be found to replace the jetty it is certain that emergency services will have to find an alternative to protect the safety of the boating fraternity.



.....
COUNCILLOR GARRY STEPHENS

Dated: (13 May 2019)



A - PROCEDURAL

A8 RECEIVING OF PETITIONS OR JOINT LETTERS

ITEM A8(1)**OUTSTANDING PETITIONS**

ACTION OFFICER

GOVERNANCE

DATE:

21 MAY 2019

ITEM	FROM MEETING	COMMENTS	ACTION BY
Installation of street light Colville Street, Port Albert	5 March 2019	Item to lay on the table until further notice.	Manager Assets & Projects

ITEM A8(2)**RESPONSE TO PETITION – STREET LIGHT FOR COLVILLE STREET PORT ALBERT**

ACTION OFFICER: MANAGER ASSETS & PROJECTS

DATE: 21 MAY 2019

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

OBJECTIVE

The purpose of this report is for Council to consider a petition presented at the Ordinary Council meeting of 5 February 2019.

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

- 1. The Chief Executive Officer write to the head petitioner, advising that a single street light will not be installed in Colville Street, Port Albert, as it will not conform with current standards; and***
- 2. Engagement be undertaken with the head petitioner to ascertain whether there is general support for upgrading the street lighting network to meet current standards along South Street and Colville Street, Port Albert, via a Special Charge Scheme.***

COUNCILLOR STEPHENS / COUNCILLOR MAHER

The Item lay on the table, so Council can receive further information from council officers regarding our in-fill policy for street lighting throughout the municipality.

CARRIED

BACKGROUND

A petition was received by Council on 5 February 2019 from residents of Colville Street, Port Albert to erect a street light. The petition states that two homes have been built in the street in the past 12 months and there is an active Bed & Breakfast establishment operating in the street. The petitioners state that they feel that without constructed footpaths and unsealed roads that it is a safety risk without a street light.

Street lighting provision varies across the shire due in part to when the street lights were installed. Historically street lights were installed on approximately every second power pole in urban areas and more often in the main streets of towns. Currently in any new development street lighting is installed to the relevant Australian Standard for Lighting of Roads and Public Spaces. Private developers are required to meet the standard for all new subdivisions and all lighting installed by Wellington Shire Council is also required to meet the current standards. All towns across the Wellington Shire have areas that do not meet current standards, and there is no requirement to upgrade those networks to meet the current standard.

Attachment 1 shows an image of South Street and Colville Street, Port Albert and has been prepared to show the extent of work that would be required to bring this area up to the current street lighting standards. The existing street lights are shown in magenta and the 6 blue circles indicate where a street light may be able to be erected on an existing power pole. This has been conducted as a desktop exercise and prior to any installation a full design would need to be undertaken however it is expected that the number of additional lights would not vary greatly. No new poles have been allowed for in the estimate and if any existing pole is not suitable for a light installation or an additional pole is required then an amount of \$10,000 per pole would need to be added to the estimate.

As this request relates to a new installation any new light should be installed in line with the standard which would require more than one light to be installed in Colville Street and the adjoining streets.

Engagement is continuing with property owners in Port Albert regarding a Special Charge Scheme to seal roads within the township. If this scheme is progressed it would appear opportune to investigate if residents along Colville Street and South Street would like to include an upgrade of the street lighting in along with any road construction scheme via an additional special charge scheme. Under these arrangements, property owners would be required to fund the capital cost of installing street lighting to meet current standards, and Council would need to fund the ongoing operating, maintenance and renewal cost for the street lighting.

OPTIONS

1. That Council note the attached petition requesting a street light for Colville Street.
2. That Council authorise the installation of a street light for Colville Street.
3. That Council decline the request for the installation of a street light for Colville Street.
4. That Council engage with the head petitioner regarding opportunities to upgrade street lighting in South Street and Colville Street, Port Albert via a Special Charge Scheme.

PROPOSAL

That:

1. The Chief Executive Officer write to the head petitioner, advising that, as it does not conform with current standards, a single street light will not be installed on Colville Street, Port Albert; and
2. That engagement be undertaken with the head petitioner to ascertain whether there is general support for upgrading the street lighting network to meet current standards along South Street and Colville Street, Port Albert, via a Special Charge Scheme.

CONFLICT OF INTEREST

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

FINANCIAL IMPACT

The financial impact of this request has not been fully investigated, however approximate costs are provided below:

	No. Required	Approx. Cost	Total Cost
Installation costs of a pole and light if needed (approx.)	N/A	\$10,000	Nil
Installation of a light on an existing pole.	6	\$2,500 to \$3,000*	\$15,000 (lowest)
Design			\$ 2,000
			<u>\$17,000</u>
Additional annual costs for lights (OMR – Operate, Maintain, Replace tariff)	6	\$123	\$738

* It would be expected that the cost to install 6 lights would reduce the cost to the lowest level of this range, while a single light would be at the upper end. The total cost is based on \$2,500/light.

COUNCIL PLAN IMPACT

The report recommendation aligns with Council Plan 2017-21 Theme 2 Services and Infrastructure, which states the following strategic objective and related strategies:

Strategic Objective

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

Strategy 4.2

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

ENGAGEMENT IMPACT

There has been no public consultation on this petition.



To the Mayor and Councillors of the Wellington Shire Council

Petitioners – Jo and David Skinner

We the undersigned residents and ratepayers of the Shire, request the Council agree to install a street light in Colville St, Port Albert. There have been, in the last 12 months, 2 new homes built in the street and there is a very active bed & breakfast operating. Visitors arriving late over the summer months find it difficult to locate properties and many local residents, we have noticed, walk dogs in the area, without footpaths and unmade roads it is a safety risk for all during evening hours. We look forward to the Council addressing this matter as soon as possible.

Attachment of signatures to the petition

NAME David J. Skinner
ADDRESS

Signature [Signature]
NAME DAVID HUMPHREYS

ADDRESS
Signature [Signature]

NAME GERALD HARRINGTON
ADDRESS

Signature [Signature]

NAME Lynda Paterson
ADDRESS
Signature [Signature]

NAME [Signature]
ADDRESS
Signature [Signature]

NAME

John Dalziel

ADDRESS

[Redacted]

Signature

[Handwritten Signature]

NAME

Lynn Schrapel

ADDRESS

[Redacted]

Signature

[Handwritten Signature]

NAME

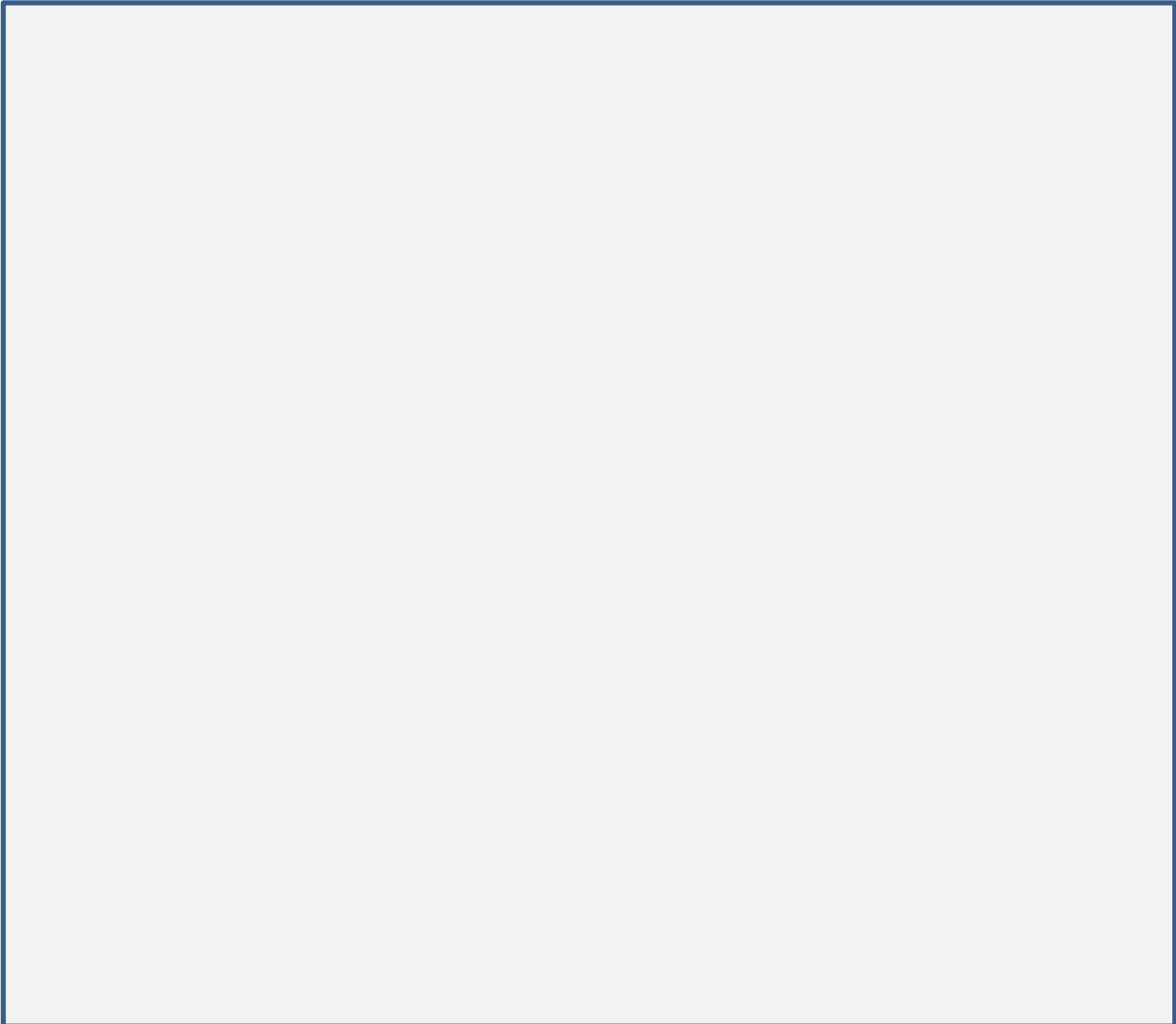
Brian Moran

ADDRESS

[Redacted]

Signature

Post Albert





A - PROCEDURAL

A9 INVITED ADDRESSES, PRESENTATIONS OR ACKNOWLEDGEMENTS



A - PROCEDURAL

A10 QUESTIONS ON NOTICE



A - PROCEDURAL

A11 MAYOR AND COUNCILLOR ACTIVITY REPORT

ITEM A11(1)**MAYOR AND COUNCILLOR ACTIVITY REPORT**

OFFICER:

COUNCILLOR ALAN HALL

DATE:

21 MAY 2019

RECOMMENDATION***That the Mayor and Councillor Activity report be noted.***

13 April to 10 May

15 April	Visit from Retina Australia Chairman, Mr Leighton Boyd	Cr Ripper attended
17 April	Committee for Wellington farewell of Mr Richard Owen, Exxon Mobile Chair, Sale	Cr Crossley and Chief Executive Officer, David Morcom attended
	Maffra Tennis Championships, Maffra	Cr Hole attended
23 April	Heyfield Traders meeting, Heyfield	Cr Hole attended
24 April	WWII Gippsland Book Launch, Sale	Cr Ripper attended
	Meeting with Ms Melina Bath, Traralgon	Cr Hole attended
25 April	ANZAC Day Dawn Service, Briagolong	Cr Crossley attended
	ANZAC Day Dawn Service, Port Albert	Cr Stephens & Cr Maher attended
	ANZAC Day Dawn Service, Maffra	Cr Ripper attended
	ANZAC Day Dawn Service, Sale	Cr Rossetti attended
	ANZAC Day March & Commemorative Service, Heyfield	Cr Hole attended
	ANZAC Day Commemorative Service, Stratford	Cr Ripper attended
	ANZAC Day Commemorative Service, Briagolong	Cr Ripper attended
	ANZAC Day Commemorative Service, Sale	Cr Rossetti attended
	ANZAC Day March & Commemorative Service, Maffra	Cr Crossley attended
	ANZAC Day Commemorative Service, Seaspray	Cr McCubbin attended

	ANZAC Day March & Commemorative Service, Loch Sport	Cr Stephens attended
	ANZAC Day March & Commemorative Service, Yarram	Cr Maher attended
	ANZAC Day March, Sale	Cr Rossetti attended
	ANZAC Day March and Commemorative Service, Rosedale	Cr Ripper attended
	Flynn Farming Community Family Fun Day, Flynn	Cr Hole attended
26 April	Opening of Stratford Shakespeare Festival, Stratford	Cr Hole attended
29 April	Community Power Hub meeting, Sale	Cr McCubbin attended
	Gippsland Renewable Energy Roadmap meeting, Sale	Cr McCubbin attended
1 May	Citizenship Ceremony, Sale	Mayor Hall and Chief Executive Officer, David Morcom attended
	National Timber Councils Regional meeting, Sale	Cr Hole attended
2 May	Sustainability Session, Loy Yang	Cr McCubbin attended
	Federation Training Briefing Session, Sale	Mayor Hall, Cr Crossley, Cr Maher and Cr Bye attended
3 May	Powering the State Coal Mine meeting, Wonthaggi	Cr McCubbin attended
4 May	Memorial Service: Sri Lanka victims, Sale	Mayor Hall attended
5 May	Acoustic Performance for Gippsland Farmers, Glenfalloch Station	Mayor Hall, Cr Ripper attended
	Drought Blokes Big Breakfast, Heyfield	Cr Hole attended
	Sale & District Junior Football, Sale	Cr Hole attended
6 May	Cameron Sporting Complex Project Working Group meeting, Heyfield	Cr Hole attended
8 May	Australian Sustainable Hardwood site visit, Heyfield	Cr Crossley attended

**COUNCILLOR ALAN HALL
MAYOR**



B –REPORT

DELEGATES



C1 - REPORT

CHIEF EXECUTIVE OFFICER

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

OFFICER: CHIEF EXECUTIVE OFFICER

DATE: 21 MAY 2019

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

- 17 April Attended Committee for Wellington's farewell for Mr Richard Owen, ExxonMobil Chair. In attendance was Cr Carolyn Crossley.
- 19 - 30 April On leave
- 1 May Hosted a Citizenship Ceremony, Sale for 6 new citizens. In attendance was Mayor Hall.
- 2 May Attended as Guest Speaker for Committee for Wellington meeting, Sale.
Attended a Federation Training briefing session, Sale. In attendance was Mayor Hall, Cr Crossley, Cr Maher and Cr Bye.
- 3 May Met with Southern Rural Water Managing Director, Mr. Cameron Fitzgerald. A number of matters were discussed including take up of water rights, Lake Glenmaggie storage, the drought and its impact on the Macalister Irrigation District, and existing and upcoming infrastructure expansion plans.
- 6 May Met with the Executive of the Maffra Business and Tourism Association to discuss existing projects in Maffra and process to prioritise new projects.
- 4 May Met with Wellington Police Inspector, Scott Brennan.
- 15 May Attended the Gippsland Community Leadership Program 2019 Leadership Address, Sale. In attendance was Mayor Hall and Cr Darren McCubbin.
- 16 May Attended The Hon Gayle Tierney MP's announcement for TAFE in Gippsland. In attendance was Mayor Hall.
Met with Minister for Agriculture's Chief of Staff in Spring Street, Melbourne to discuss Wellington's drought response. Officers from East Gippsland Shire were also in attendance.
- 17 May Attended the Regional Partnership meeting, Sale.
Attended the Gippsland Regional Plan Leadership Group meeting, Sale.

ITEM C1.2**APRIL 2019 PERFORMANCE REPORT**

DIVISION: CHIEF EXECUTIVE OFFICE
 ACTION OFFICER: CHIEF EXECUTIVE OFFICER
 DATE: 21 MAY 2019

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

OBJECTIVE

For Council to receive and note the April 2019 Council Performance Report.

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

That Council receive and note the April 2019 Council Performance Report as attached.

BACKGROUND

The April 2019 Council Performance Report comprises key highlights towards achievement of the 2017 -21 Council Plan together with an overview of Council finances including an Income Statement with commentary regarding any major variances, information on cash balances, the level of rates outstanding and a progress update on Council's Capital Works program.

OPTIONS

Following consideration of the attached April 2019 Performance Report, Council can resolve to either:

1. Receive and note the April 2019 Council Performance Report; or
2. Not receive and note the April 2019 Council Performance Report and seek further information for consideration at a later Council meeting.

PROPOSAL

That Council receive and note the attached April 2019 Council Performance Report.

CONFLICT OF INTEREST

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

FINANCIAL IMPACT

Provision of a monthly financial report to the community facilitates accountability and transparency and ensures that Council and management are able to make informed decisions in a timely manner.

COMMUNICATION IMPACT

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

LEGISLATIVE IMPACT

There is no legislative requirement for provision of a monthly Council Performance report however, Council has determined that in the interests of accountability and transparency, this report will be provided to the community.

COUNCIL POLICY IMPACT

The April 2019 Council Performance Report has been prepared in the context of existing Council policies.

COUNCIL PLAN IMPACT

Strategic Objective 6.3 states that Council will:

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

Strategy 6.3.3 states that Council will:

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

Strategy 6.2.2 states that Council will:

"Actively engage with both internal and external stakeholders to appropriately inform about council business"

APRIL 2019 PERFORMANCE REPORT

APRIL 2019 COUNCIL PLAN HIGHLIGHTS

Excellence in Agribusiness Awards

The Excellence in Agribusiness Awards were launched at Farm World, Lardner Park on 12 April 2019. This is a Gippsland region based awards program to recognise, celebrate and reward collaboration and innovation. The program will culminate with a high-profile industry Awards Presentation Gala Dinner to announce winners in August. The winners will also be showcased at the inaugural Global Table event in Melbourne.

MID Promotion at Hort Connections

Council's Coordinator Agribusiness Promotions and Strategy has secured a session at the national AusVeg/Hort Connections Conference which will promote the Maffra Irrigation District (MID). The session will also feature horticulturalists from the MID highlighting the competitive advantages of the region. This industry conference and trade show will cater to buyers and sellers from every segment of the fresh produce and floral supply chain.

Federation Training

Federation Training held a strategic engagement session 2 May 2019 at the Port of Sale which was attended by local business representatives. The session included a timeline for the new campus.

Sutto's Market Summary

Sutto's Market Summary for GRLE Markets web page continues to be a success with 800+ hits per week. The weekly summary provides highlights from the market including highest prices and details on upcoming sales.

West Sale Airport back in Operation

Operations at West Sale Airport were restored following successful completion of works to extend and asphalt the main runway. Airfield lighting was also commissioned and passed. This milestone represents completion of \$6M of works. Grooving of the runway to ensure conformance to CASA standards is scheduled to occur over 3 weeks from May.

Planning in the Economic Growth Zone

Council Officers continue to liaise with the Department of Environment, Land, Water and Planning (DELWP) who are facilitating various planning projects to help simplify the Wellington Planning Scheme and associated processes as part of the State Government's Planning in the Economic Growth Zone (PEGZ) initiative. Projects recently completed (including a review of zone and overlay controls) will be formalised into a Planning Scheme Amendment later this year.

Creative Industries Strategy

The Gippsland Art Gallery Director, Director Performing Arts Centre along with Cr Carolyn Crossley met with the state minister for Creative Industries, Martin Foley MP on 3 April, to provide input to the next Creative Industries Strategy for Victoria.

The Wedge Redevelopment Demand Study

Consultation with community and stakeholders for The Wedge Redevelopment Demand Study commenced on 17 April. Rob Geybert, an expert in planning and strategy for performing arts venues has been engaged to undertake the demand study which will inform future decision-making as to whether and what type of redevelopment may be needed for the eighteen year old performing arts centre.

The Wedge updates

There has been a total of sixteen shows presented at The Wedge so far for 2019. Eight of those have sold out. Staged during April were A Taste of Ireland on 4 April (music), By a Thread on 6 April (circus/family/kids), The Real Dinosaurs on 8 April (kids/family) and Robertson Brothers Variety Show on 26 April (tribute/music). Over 1,305 people in total attended the shows at The Wedge in April.

'First Friday' conversations

'First Friday' conversations at the Gippsland Art Gallery continued on 5 April, with guest speakers Cr Carolyn Crossley, artist Jo Scicluna and Gunaikurnai Elder Dr Aunty Doris Paton, which attracted 33 visitors.

'Climarte' Festival

On 27 April the Gippsland Art Gallery hosted a panel discussion as part of the state-wide 'Climarte' Festival, with guest speakers Dr Jessica Reeves, Prof. Lesley Duxbury, Dr Sam Leach and Josephine Jakobi. The event attracted 53 visitors and received widespread publicity. Objective of this festival is to consider ideas and concepts around art and activism, community engagement, transition and accelerated action on climate change.

Funding for 'The Morass - Sale' (1979)

The Gippsland Art Gallery received funding from the John Leslie Foundation for the purchase of a major, early work by Annemieke Mein OAM titled 'The Morass - Sale' (1979).

Libraries holiday program

Wellington Shire Libraries holiday program was incredibly popular with both the Easter sand craft and Bear Hunt holiday programs being fully booked, with attendees travelling to many branches in order to take part. This reflects the popularity of our library holiday programming and the need to fulfil demand for library services in this area.

'Dining with Jane'

The first of three Jane Austen-themed events at Wellington Shire Libraries for 2019, 'Dining with Jane', was held in Yarram's Regent Theatre on 17 April which doubled as the library's annual participation in the Tarra Festival. A good attendance of 94 was recorded and the library used the event to promote services and future events.

Presentation for U3A

The Wellington Shire Libraries Coordinator was invited to present to U3A in Sale on 23 April, providing a well-received presentation and discussion on opportunities for learning as part of Council's public library services. U3A is a volunteer organisation whose aims are the education and stimulation of mainly retired members of the community—those in their third 'age' of life.

Premier's Active April

Aqua Energy participated in the annual 'Premier's Active April' and this saw around 60 additional participation visits recorded for the month.

'Gippy Girls Can'

Also promoted in April was 'Gippy Girls Can!', a local variation of the nation-wide 'This Girl Can' promotion which encourages girls and women to re-enter sport and active recreation. Opportunities for participation were offered at Gippsland Regional Sporting Complex and Aqua Energy, with program support provided in collaboration with staff from GippSport. This was a pilot program and offered Pilates and 'BoxFit' twice a week for four weeks. Earlier and broader promotion will be considered for future years, as well as consideration of different times.

Final Fit outs at GRSC

At Gippsland Regional Sporting Complex, although general programs ceased during school holidays, work continued on completing the final fit-out purchases for GRSC Stage 2A and on recruitment of additional casual staff members, to strengthen potential future program delivery.

High demand for swimming lessons

Several hundred swim school participants were upgraded and moved to new class times to acknowledge progress in their swimming ability. This was also necessary to create additional spaces for waiting students with the popularity and enrolment numbers of Aqua Energy swim school programs being unprecedented at over 850 currently.

Community Facilities Projects update

Many community and sporting facilities projects are underway across Wellington's towns and reserves. Works commenced at Briagolong Recreation Reserve during April to redevelop and extend the existing clubroom, change facilities and public amenities.

Design works for upcoming projects are also progressing with design tenders awarded for changeroom redevelopment projects at Stephenson's Park and Stratford Recreation Reserve and schematic design works commenced for Sale Oval changeroom redevelopment.

Urban Paths Plan

Council has completed its Urban Paths Plan, after extensive community consultation and important input. The Urban Paths Plan is designed to ensure that towns' significant community facilities are supported by appropriate footpath infrastructure. This ensures best value commitment of Council's pathway funding and improvements in active travel outcomes for urban communities.

VicRoads funding

Council received VicRoads funding of \$43,350 for its Safe to Schools project and four other programs relating to improvements in bike education and cyclist intervention.

Support to WA&AIG

Council is supporting the long-running Wellington Access & Inclusion Advisory Group (WA&IAG) to transition into a less supported environment with the finalising of funding for the Rural Access position. Training in governance is being planned as part of the changes to better equip the WA&IAG with skills to manage their committee business. The new WA&IAG terms of reference is being completed for final comment and adoption at the May meeting of the committee.

'Lived Experience' audits

The WA&IAG carried out 'Lived Experience' audits in several locations, including Dargo Bush Nursing Unit, Dargo Community House and Port of Sale's Wellington Centre. The outcomes of these audits will be provided to owners/operators of the buildings, including Council, for consideration and consultation regarding improvements to operations to assist with inclusion of all community members.

Funding for Rural Access

A further six months funding has been provided by the Victorian Government's Department of Health and Human Services to assist Council to conclude the work of the Rural Access program.

Briagolong Roadside Vegetation Project

Briagolong Roadside Vegetation Project field work and follow up surveys were completed during April. Results will be analysed and reported indicating the cost of a more strategic approach to undertaking fuel management for fire hazards on roadsides which will inform decision-making across the shire's road assets.

Response to recovery transition

Work to transition formally from response to recovery phase after the summer's bushfire emergencies continued with DELWP's Incident Management Teams. Transition to Council control of roads and other recovery actions commenced. Council has supported the process by supplying local contact information to Incident Management Teams and worked with them and Alpine Shire to get Dargo High Plains Road open to enable tourist access over the busy school holidays and Easter and Anzac Day period.

Pop-up bushfire recovery sessions

Council continues to support bushfire-affected communities with the provision of pop-up bushfire recovery sessions held at Heyfield, Briagolong, Rosedale, Loch Sport and Dargo during April, completing this program.

Fire Risk Register update

The Victorian Fire Risk Register update was conducted with key fire agencies and stakeholders. This maintains an up-to-date bushfire risk profile across Wellington.

Eradicating prickly pear

Council staff has completed annual works to help eradicate prickly pear. There are two species of prickly pear that are declared Regionally Prohibited Weeds within the West Gippsland Catchment Management region and Restricted Weeds within the East Gippsland Catchment Management region.

Active Living Alliance

Council staff attended the Victorian Active Living Alliance to encourage collaboration between agencies in increasing incidental physical activity. Arranged by VicHealth, the Alliance will look at ways to bring research, planning and delivery of key health prevention projects together to improve health outcomes through better planning and delivery of passive open space.

Training day at Nursery

Students of Federation Training Certificate II course attended a plant and propagation training day at Sale Nursery.



WELLINGTON
SHIRE COUNCIL
The Heart of Gippsland

APRIL 2019

FINANCE SUMMARY

INCORPORATED IN PERFORMANCE REPORT

OPERATING RESULT
For the period ending 30 April 2019

	YEAR TO DATE			FULL YEAR 2018-19		
	Actual	Full Year Forecast	Variance	Full Year Forecast *	Adopted Budget	Variance
	\$000's	\$000's	\$000's	\$000's	\$000's	\$000's
Income						
Rates and charges	61,475	61,734	(259)	61,734	61,411	323
Statutory fees & fines	661	792	(131)	792	811	(19)
User fees	5,788	7,327	(1,539)	7,327	7,525	(198)
Grants - operating	7,996	10,088	(2,092)	10,088	8,580	1,508
Contributions - monetary	494	478	16	478	317	161
Other income	2,541	2,746	(205)	2,746	2,135	611
Total Income	78,955	83,165	(4,210)	83,165	80,779	2,386
Expenditure						
Employee costs	21,055	26,425	5,370	26,425	26,927	502
Contractors, materials and services	23,309	31,825	8,516	31,825	32,297	472
Bad and doubtful debts	-	92	92	92	86	(6)
Depreciation and amortisation	16,467	23,663	7,196	23,663	24,130	467
Borrowing costs	266	391	125	391	391	-
Other expenses	1,009	1,005	(4)	1,005	2,453	1,448
Total Expenditure	62,106	83,401	21,295	83,401	86,284	2,883
OPERATING RESULT	16,849	(236)	17,085	(236)	(5,505)	5,269
Grants - capital recurrent	3,490	3,289	201	3,289	1,617	1,672
Grants - capital non recurrent	10,059	14,568	(4,509)	14,568	12,219	2,349
Contributions - monetary - capital	958	1,524	(566)	1,524	1,229	295
Contributions - non monetary	288	283	5	283	-	283
Recognition of assets	237	237	-	237	-	237
Assets written off	(381)	(381)	-	(381)	-	(381)
Derecognition of assets	(213)	(206)	(7)	(206)	-	(206)
Net gain/loss on disposal of property, infrastructure, plant & equipment	(341)	(840)	499	(840)	151	(991)
Other Income - capital	56	579	(523)	579	153	426
Surplus/(Deficit)	31,002	18,817	12,185	18,817	9,864	8,953

The forecast figures reflect any known changes that have arisen since the adoption of the original budget. Including these changes in an forecast budget sense enables Council to more accurately monitor financial performance during the year and predict the end of year position.

YTD Results vs Full year Forecast

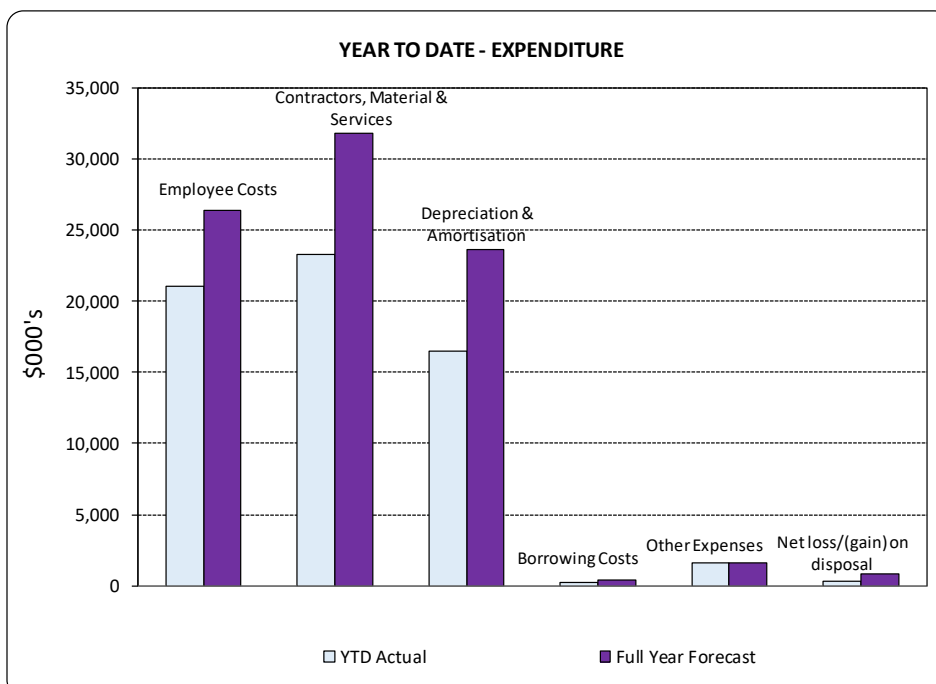
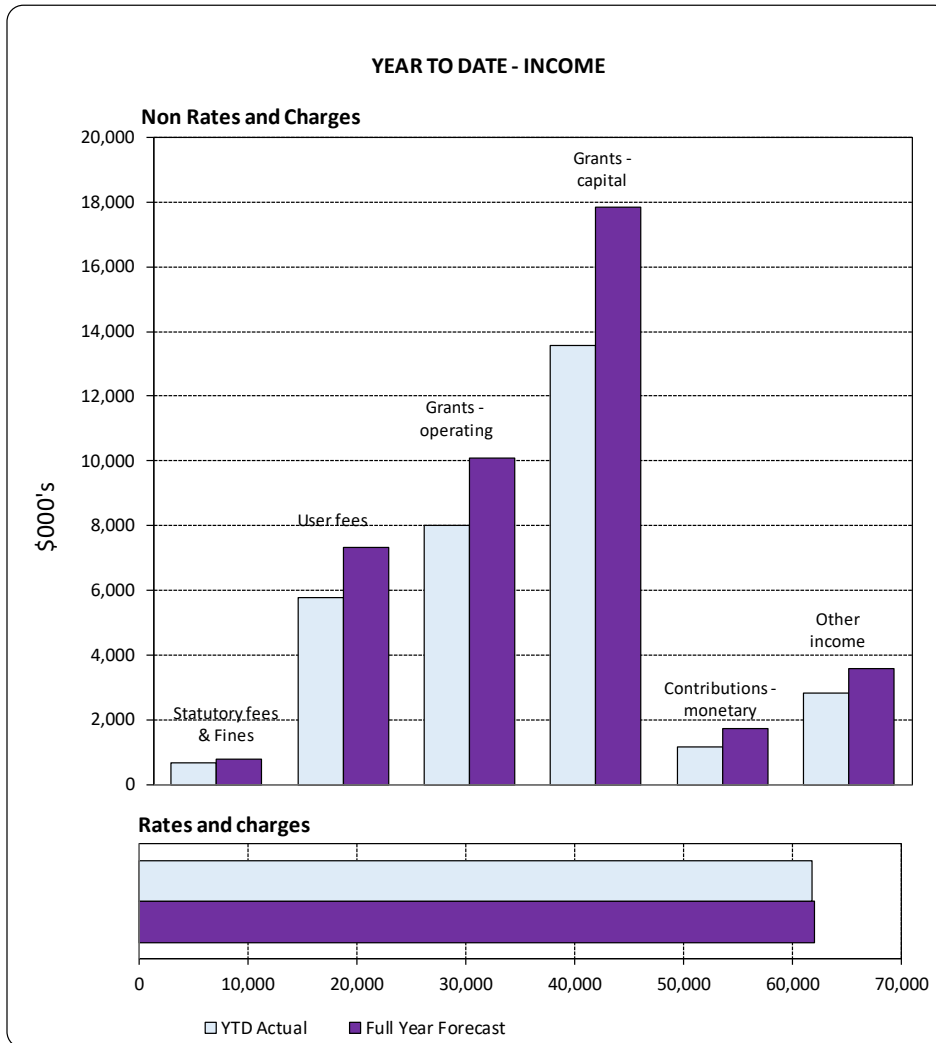
The result at the end of April 2019 reflects a surplus of \$31.0 million against a full year forecast surplus of \$18.8 million. This increase of \$12.2 million is a combination of an operating result of \$17.1M and the impact of capital income of (\$4.9M) yet to be received through to June 2019.

A summary of major operating variances that have occurred to date include:

Operating Income

- (\$0.26 million) Additional rates and charges are expected to be raised through finalising supplementary valuations for 2018/19.
- (\$1.54 million) The bulk of the user fees relates to three months of commercial tipping fees of \$681k for waste management services outstanding. Other major forecast income includes; two months of leisure centre fees of \$346k, Saleyard fees of \$175k and registration/permits of \$102k to be received for the remainder of the year.
- (\$2.10 million) The final instalment of the Victoria Grant Commission of \$1.7 million will be received in May 2019. Other operating grants expected to be received includes community projects such as Stratford Recreation Reserve Netball changerooms and Sale Memorial Hall upgrades along with funding for the drought resilience, immunisation and arbovirus programs.
- (\$0.20 million) The majority of the other income mainly represents yet to be earned interest on investments and rental revenue for the rest of the year.

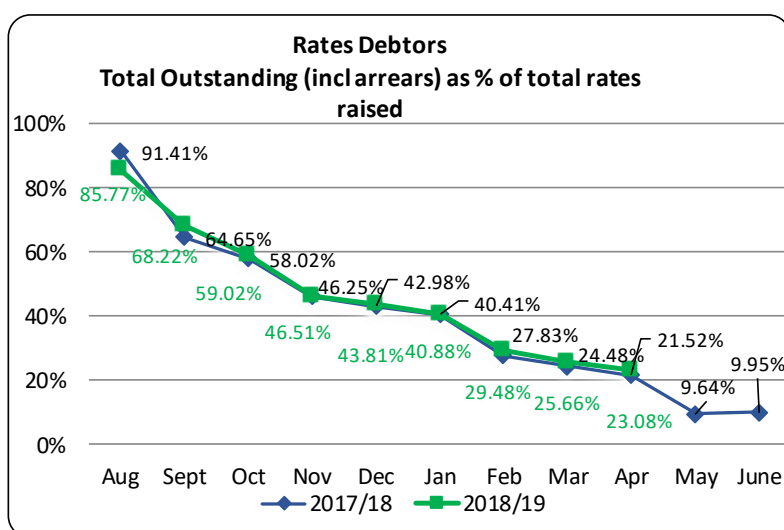
APRIL 2019 COMPONENTS AT A GLANCE



BALANCE SHEET

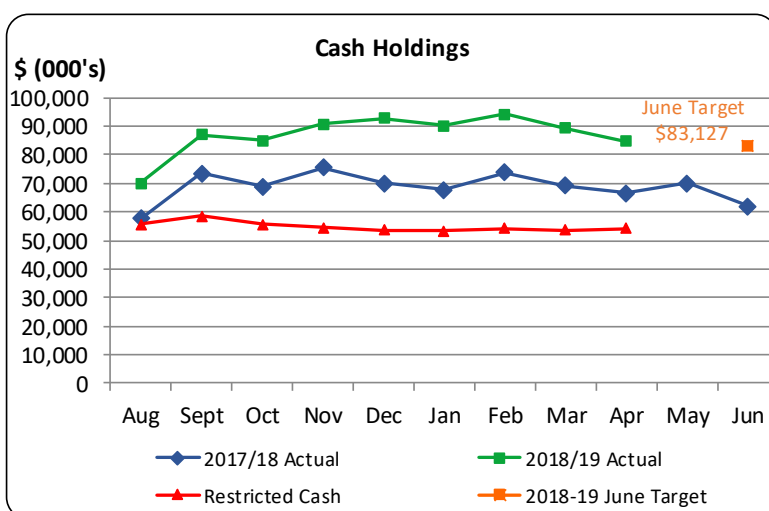
As at 30 April 2019

Actual		Actual	Forecast	Adopted Budget
April 18		April 19	June 19	June 19
\$000's		\$000's	\$000's	\$000's
Assets				
79,623	Total Current Assets	100,176	89,072	71,698
862,938	Total Non Current Assets	904,289	909,811	893,201
942,561	Total Assets	1,004,465	998,883	964,899
Liabilities				
10,178	Total Current Liabilities	16,283	21,104	24,019
12,377	Total Non Current Liabilities	18,719	20,649	11,869
22,555	Total Liabilities	35,002	41,753	35,888
920,006	Net Assets	969,463	957,130	929,011



The rate debtors outstanding at the end of April 2019 were \$15.8 million (23.1%) compared to April 2019 of \$14.2 million (21.5%).

The final rate instalment for the year has been sent out and is due on 31 May 2019.



Council cash holdings at the end of April 2019 are \$84.6 million and higher than April 2018 of \$66.4 million due to advance funds and lower than expected expenditure.

The current cash holdings includes restricted funds of \$9.2 million to reserves, \$23.3 million to cover provisions and trusts, and \$22.6 million associated with the operating and capital carried forwards.

The balance is generally working capital for ongoing operations coming into a heavy payments period prior to 30 June 2019.

CAPITAL EXPENDITURE PROGRAM

For the period ending 30 April 2019

	YEAR TO DATE 2018-19			FULL YEAR 2018-19	
	Actual	Forecast	Variance	Forecast	Adopted Budget
	\$000's	\$000's	\$000's	\$000's	\$000's
Property	4,028	4,754	(726)	4,754	6,907
Infrastructure	19,842	30,817	(10,975)	30,817	33,284
Plant and Equipment	1,610	3,231	(1,621)	3,231	2,821
Intangibles	13	282	(269)	282	664
Grand Total	25,493	39,084	(13,591)	39,084	43,676

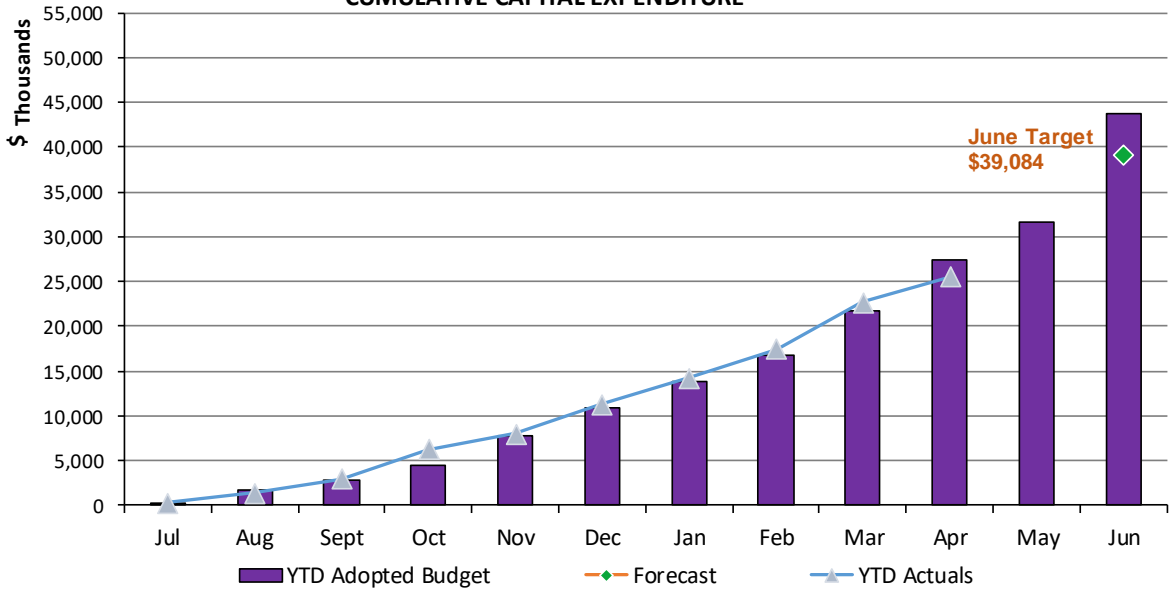
	YEAR TO DATE 2018-19			FULL YEAR 2018-19	
	Actual	Forecast	Variance	Forecast	Adopted Budget
	\$000's	\$000's	\$000's	\$000's	\$000's
Renewal	15,059	23,047	(7,988)	23,047	26,596
Upgrade	6,397	10,412	(4,015)	10,412	12,784
Expansion	1,892	2,756	(864)	2,756	3,961
New Assets	2,145	2,869	(724)	2,869	335
Grand Total	25,493	39,084	(13,591)	39,084	43,676

* There is a forecast of \$4.59 million underspend compared to the 2018/19 adopted budget. Commencement of a number of projects have been deferred to 2019/20 awaiting approvals from other government authorities, or resourcing of alternative funding. Efforts to complete projects carried into the year and to meet the anticipated pattern of expenditure has been a continual focus.

Capital works summary for the period ending 30 April 2019

- Overall 80 projects are at practical completion, 45 more projects are underway and 4 project have had contracts awarded but not yet commenced. 11 projects are in PRE-PLANNING (development of the concept design, the detail design, community consultation and seeking quotes or tenders).
- The Outdoor pools - Shade Structure replacement project has been completed.
- Johnsons Road upgrade has been completed.
- West Sale Runway - Construction is completed with runway opened prior to Easter pending grooving to be undertaken in May 2019.
- Cansick Street Rosedale Reconstruction has been completed.
- Marley Street Sale - Construction works are continuing and are expected to be completed by August 2019.
- Contract has been awarded for the Stacey's Bridge and the works have been commenced. The project is expected to be completed by August 2019.
- Path Disability Access is progressing well and is expected to be completed by the end of May 2019.

**2018 - 19
CUMULATIVE CAPITAL EXPENDITURE**





C2 - REPORT

GENERAL MANAGER CORPORATE SERVICES

ITEM C2.1**ASSEMBLY OF COUNCILLORS**

DIVISION: CORPORATE SERVICES
 ACTION OFFICER: GENERAL MANAGER CORPORATE SERVICES
 DATE: 21 MAY 2019

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

OBJECTIVE

To report on all assembly of Councillor records received for the period 1 May 2019 to 15 May 2019.

PUBLIC QUESTIONS AND COMMENTS FROM THE GALLERY

RECOMMENDATION

<p><i>That Council note and receive the attached Assembly of Councillor records for the period 1 May 2019 to 15 May 2019.</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 1 May 2019 to 15 May 2019.

Assembly of Councillors summary of reports received for the period 1 May 2019 to 15 May 2019.

Date	Matters considered	Councillors and officers in attendance
7 May 2019	IT / Diary	Councillor Bye, Councillor Crossley, Councillor Hall, Councillor Hole, Councillor McCubbin, Councillor Maher, Councillor Ripper, Councillor Rossetti, Councillor Stephens. David Morcom, Chief Executive Officer Leah Carubia, Executive Assistant, CEO Unit
7 May 2019	Corporate Management Team Verbal Updates 2019 Property Revaluations March Community Assistance Grants Infringement Process Waste & Recycling Update 'Nun Duk' Development Youth Council & Youth Parliament	Councillor Bye, Councillor Crossley, Councillor Hall, Councillor Hole, Councillor McCubbin, Councillor Maher, Councillor Ripper, Councillor Rossetti, Councillor Stephens. David Morcom, Chief Executive Officer Arthur Skipitaris, General Manager Corporate Services Chris Hastie, General Manager Development Joshua Clydesdale, Acting General Manager Development Sharon Houlihan, General Manager Community & Culture Sam Mathews, Senior Community Facilities Projects Officer (Item 1) Ian Carroll, Manager Corporate Finance (Item 2) Karen McLennan, Manager Community Wellbeing (Item 3 & 7) Sharon MacGowan, Community Facilities Planning & Grants Officer (Item 3) Vanessa Ebsworth, Manager Municipal Services (Item 4) Peter Thompson, Coordinator Local Laws (Item 4) Tim Rowe, Manager Natural Environment & Parks (Item 5) Sam Nock, Coordinator Waste & Sustainability (Item 5) Joanna Rule, Sustainability Officer (Item 5) Meg Capurso, Youth Liaison Coordinator (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 1 May 2019 to 15 May 2019.

CONFLICT OF INTEREST

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

LEGISLATIVE IMPACT

The 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:** 7 May 2019

2. **ATTENDEES**

Councillors:

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

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

Others in attendance: (list names and item in attendance for)	Item No.
Sam Mathews, David Morcom, Sharon Houlihan	1
Ian Carroll	2
Karen McLennan, Sharon MacGowan	3
Vanessa Ebsworth, Peter Thompson	4
Tim Rowe, Sam Nock, Joanna Rule	5
Joshua Clydesdale	6
Karen McLennan, Meg Capurso	7

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

1. Corporate Management Team (Verbal)
2. 2019 Property Revaluations
3. March Community Assistance Grants
4. Infringement Process
5. Waste & Recycling Update
6. 'Nun Duk' Development
7. Youth Council & Youth Participation

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

Councillor Stephens:

Workshop 3 – March 2019 Community Assistance Grants. Cr Stephens declared Conflict of Interest under Section 78B due to a conflict of duty. Yarram Eisteddfod Inc is a recipient of Grant Funding.

ASSEMBLY OF COUNCILLORS

1. **DATE OF MEETING:** 7 May 2019

2. **ATTENDEES**

Councillors:

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

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

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

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

1. IT / Diary Meeting

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

Nil

ITEM C2.2**ADOPTION OF THE 2019 PROPERTY REVALUATION**

DIVISION: CORPORATE SERVICES
 ACTION OFFICER: MANAGER CORPORATE FINANCE
 DATE: 21 MAY 2019

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

OBJECTIVE

To adopt the total valuation of all properties within the Shire as at the return date of 1 January 2019.

PUBLIC QUESTIONS AND COMMENTS FROM THE GALLERY

RECOMMENDATION			
<i>That Council adopt the following valuation figures as at the return date of 1 January 2019.</i>			
	SITE VALUE	CAPITAL IMPROVED VALUE	NET ANNUAL VALUE
RATEABLE	\$5,243,390,200	\$11,450,492,200	\$645,100,443
NON RATEABLE	\$ 443,450,700	\$ 701,175,700	\$ 37,438,927
TOTAL VALUATION	\$5,686,840,900	\$12,151,667,900	\$682,539,370

BACKGROUND

In accordance with the requirements of the *Valuation of Land Act 1960*, the *Valuation of Land Regulations 2014*, the *Local Government Act 1989* as well as *Valuation Best Practice 2019* guidelines, Councils must undertake an annual revaluation of all properties within the municipality.

Over the last 12 months the Valuer General Victoria's contract valuer has been collecting and collating valuation data to be returned to Council in the form of a total revaluation of all properties within the Shire.

The figures included in the valuation are based on the property values as at 1 January 2019 and become effective on 1 July 2019 for rating purposes.

If Council chooses not to adopt the valuation figures we will not be able to issue the rate notices in a timely manner and this will impact cashflows available to Council to provide services paid for from the rating revenue.

OPTIONS

Council has the following options:

1. Adopt the valuation figures as at the return date of 1 January 2019; or
2. Not adopt the valuation figures and seek further information to be considered at a future meeting of Council.

PROPOSAL

That Council adopt the following valuation figures as at the return date of 1 January 2019.

	SITE VALUE	CAPITAL IMPROVED VALUE	NET ANNUAL VALUE
RATEABLE	\$5,243,390,200	\$11,450,492,200	\$645,100,443
NON RATEABLE	\$ 443,450,700	\$ 701,175,700	\$ 37,438,927
TOTAL VALUATION	\$5,686,840,900	\$12,151,667,900	\$682,539,370

CONFLICT OF INTEREST

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

FINANCIAL IMPACT

The returned rateable capital improved value of \$11,450,492,200 will set the basis for rating for the next financial year and must be adopted by Council to enable rates to be raised against all rateable properties.

COMMUNICATION IMPACT

The issue of the Notice of Valuation will result in a significant number of ratepayer enquiries and, in some cases, objections to the valuation will be lodged by the ratepayer.

LEGISLATIVE IMPACT

The general property revaluation complies with the requirements of the *Valuation of Land Act 1960*, the *Valuation of Land Regulations 2014*, the *Local Government Act 1989* as well as the Valuation Best Practice 2019 guidelines.

Wellington Shire Council is committed to upholding the Human Rights principles as outlined in the *Charter of Human Rights and Responsibilities Act 2006 (Vic)* and referred to in Council's Human Rights Policy. The Human Rights Checklist has been completed and the proposed property valuation adoption is in accordance with Council's policy commitment to uphold human rights principles.

COUNCIL PLAN IMPACT

The Council Plan 2017–21 Theme 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.

The general property valuation and subsequent Notice of Valuation is a transparent process, whereby Council advises ratepayers of the change in their property valuation prior to this valuation being utilised to generate rate notices.

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

COMMUNITY IMPACT

Ratepayers will be issued a Notice of Valuation advising them of the new valuation figures before the end of the current financial year (2018/19). When ratepayers receive their Notice of Valuation, they will have two months from the date of issue of the notice to object to the valuation if they believe it is incorrect.

When ratepayers receive their annual rate notice in August 2019, as the objection process will have been completed as a separate process, there will be no further opportunity to object to the valuation.



C3 - REPORT

GENERAL MANAGER DEVELOPMENT

ITEM C3.1

PLANNING PERMIT APPLICATION P47/2019

DIVISION:

DEVELOPMENT

ACTION OFFICER:

MANAGER LAND USE PLANNING

DATE:

21 MAY 2019

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

OBJECTIVE

To determine planning permit application P47/2019 for a two-lot subdivision of land at 22 Evelyn Drive, Sale.

PUBLIC QUESTIONS AND COMMENTS FROM THE GALLERY

RECOMMENDATION

That Council, pursuant to Section 59, 60, 61, 62 and 64 of the Planning and Environment Act 1987, issue a Notice of Decision to Grant Planning Permit P47/2019 for a two lot subdivision of land at 22 Evelyn Drive, Sale subject to conditions included in Attachment 2.

BACKGROUND

Council has received a planning permit application to subdivide land located at 22 Evelyn Drive, Sale (refer to Figure 1 below) into two lots each being 2000 square metres in area (refer to Figure 2 below).

Figure 1: Locality plan (subject land marked with red circle)



Figure 2: Proposed Plan of Subdivision



A copy of the planning permit application can be inspected in hard copy at Council's Sale Service Centre (18 Desailly St) and has also been made available on the Councillor Home Page.

Proposed Lot 1 contains a dwelling, while proposed Lot 2 is currently vacant.

The subdivision is proposed on the same land where Council previously refused a planning permit application (P286/2016) for a second dwelling in 2017 (refer to Attachment 1). On this basis, it is appropriate for Council to determine the current planning permit application (P47/2019) for a two-lot subdivision of land, which if approved, will allow for a further dwelling (connected to reticulated sewerage) to be established on proposed Lot 2.

The land subject to the application is contained in the Low Density Residential Zone (LDRZ). Land in the Evelyn Drive estate and predominantly contains single dwellings on lots of one (1) acre (or 4000 square metres) in size, although two lots to the immediate west of the subject land have previously been subdivided into 2000 square metre lots (see Figure 1 above).

The land subject to the application is also affected by Design and Development Overlay Schedule 6 (DDO6), which is designed to control building height over 15 metres to protect the operations of RAAF Base East Sale.

The relevant zone and overlay controls (and relevant Planning Scheme policies and decision guidelines) can be accessed via:

<http://planningschemes.dtpli.vic.gov.au/schemes/wellington>

The application was referred to Council's Infrastructure Planner, who had no objection subject to conditions. A copy of all proposed planning permit conditions (to be included in the Notice of Decision to Grant a Planning Permit) are included in Attachment 2.

Notice of the application was given to surrounding owners and occupiers and a sign was displayed on the site as required by the *Planning and Environment Act 1987*.

Six (6) objections from landowners in the Evelyn Drive estate have been received, which can be publicly inspected at Council's Sale Service Centre (18 Desailly St) and have been made available on the Councillor Home Page. The applicant's response to objections has also been placed on the Councillor Home Page and has previously been sent to objectors.

Akin with the earlier planning permit application (P286/2016), the principal concern raised by objectors relates to a restrictive covenant registered on the title of most lots in the Evelyn Drive estate which (among other matters) limits development to one dwelling per lot. It is noted that a covenant is essentially a private contractual agreement between the landowners in the estate and the subdivider. However, as the land subject to the planning permit application has not been transferred from the original subdivider, the restrictive covenant is not registered on the title of the subject land.

As outlined in the objecting submissions, other key issues of concern relate to amenity and character impacts; property valuation; traffic; drainage; the need for consistency with Council's earlier refusal of a planning permit application for a second dwelling; and the inadequate capacity of infrastructure in an area originally designed for low density (single dwelling) residential development.

Given that the main concern raised by the objectors relates to a private covenant which is not present on the title of the subject land and that there are no substantive infrastructure constraints (or substantive character impacts) arising from the creation of a further 2000 square metre lot in this location, it is recommended that the application be approved.

OPTIONS

Council has the following options:

1. That Council pursuant to Section 59, 60, 61, 62 and 64 of the *Planning and Environment Act 1987* issue a Notice of Decision to Grant Planning Permit P47/2019 for a two-lot subdivision of 22 Evelyn Drive, Sale subject to conditions; or
2. That Council pursuant to Section 59, 60, 61 and 65 of the *Planning and Environment Act 1987* issue a notice of refusal to grant Planning Permit P47/2019 for a two-lot subdivision of 22 Evelyn Drive, Sale; or
3. That Council defer consideration of planning permit application P47/2019 and seek further information for consideration at a future Council meeting.

PROPOSAL

That Council pursuant to Section 59, 60, 61, 62 and 64 of the *Planning and Environment Act 1987* issue a Notice of Decision to Grant Planning Permit P47/2019 for a two-lot subdivision of land at 22 Evelyn Drive, Sale subject to conditions included in Attachment 2.

CONFLICT OF INTEREST

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

FINANCIAL IMPACT

Should Council elect to approve the application as recommended by Officers and an appeal is lodged at the Victorian Civil and Administrative Tribunal (VCAT) by objectors, Council officers will act on Council's behalf.

Should Council elect, however, to refuse the planning permit application and an appeal is lodged at VCAT by the permit applicant, Council will need to engage a planning consultant to act on its behalf (given the Officer recommendation).

LEGISLATIVE IMPACT

Pursuant to the requirements of Section 61 of the *Planning and Environment Act 1987*, Council may decide:

1. To grant a permit; or
2. To grant a permit subject to conditions; or
3. To refuse to grant a permit on any ground it thinks fit.

Pursuant to section 60(1B) of the *Planning and Environment Act 1987* Council must (where appropriate) have regard to the number of objectors in considering whether the use or development may have a significant social effect. As outlined in Planning Advisory Note 63 (available at <https://www.planning.vic.gov.au/publications/planning-advisory-notes>), whether it is 'appropriate' for the number of objectors to be taken into account in a particular case will be influenced by:

- a. *What the objectors have said in their written objections about the proposed use or development;*
- b. *Whether the issues raised in the objections are relevant planning considerations and relate to the reasons why the proposal requires a permit; and*
- c. *Whether the issues raised in the objections point to a detrimental effect on the community which is supported by evidence.*

While Council Officers are sympathetic to the concerns raised by the objectors relating to the covenant (or non-existence of the covenant as it relates to the subject land), issues surrounding the covenant essentially remain a civil issue (not a planning issue) between the subdivider and the objectors.

The *Planning and Environment Act 1987* and the Wellington Planning Scheme set out further matters which must be considered and procedures to be followed in determining an application for a planning permit. This includes having regard for the decision guidelines listed in Clause 65.02 of the Wellington Planning Scheme. A full copy of the *Planning and Environment Act 1987* and the Wellington Planning Scheme can be accessed via the links below.

http://www.legislation.vic.gov.au/Domino/Web_Notes/LDMS/PubLawToday.nsf

<http://planningschemes.dtpli.vic.gov.au/schemes/wellington>

Regardless of what decision is eventually made by Council (to approve or refuse the application), importantly all parties will retain the option for independent review at VCAT.

COUNCIL PLAN

The Council Plan 2017–2021 Theme 2: Services and Infrastructure states the following strategic objective and related strategy:

Strategic Objective 2.3

'Wellington Shire is well planned, considering long term growth and sustainability.'

Strategy 2.3.2

'Ensure sufficient land supply to provide for a range of lifestyle options which support housing diversity including affordable housing.'

Strategy 2.3.3

'Recognise and advocate for best practice land development which considers energy efficiency and sustainability for housing.'

This Report supports the above Council Plan strategic objectives and strategies.

ENVIRONMENTAL IMPACT

There are no significant environmental impacts anticipated by the approval of the two-lot subdivision, noting that appropriate service connections (including reticulated sewerage) can be provided.

PLANNING POLICY IMPACT

The Evelyn Drive estate is not in an area earmarked for residential intensification in the adopted Sale, Wurruk and Longford Structure Plan. However, the current provisions of the LDRZ provides the ability for 2000 square metre lots to be created when connected to reticulated sewerage. The broad policy settings in the Wellington Planning Scheme also support the diversification of housing opportunities and the future urban growth of Sale in areas proximate to social and physical infrastructure. The current planning permit application is, therefore, deemed to be consistent with current planning policy.

CONSULTATION IMPACT

Consultation has been undertaken in accordance with the requirements of the *Planning and Environment Act 1987*. Six (6) objections have been received following notice being given of the planning permit application. A planning consultation meeting was not held given that a past consultation meeting was held during the assessment of planning permit application P286/2016 where issues of concern could not be adequately resolved.

ITEM C3.4

PLANNING PERMIT APPLICATION P286/2016

DIVISION: DEVELOPMENT
 ACTION OFFICER: MANAGER LAND USE PLANNING
 DATE: 18 APRIL 2017

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

OBJECTIVE

To determine planning permit application P286/2016 for a proposed second dwelling located at 22 Evelyn Drive, Sale.

PUBLIC QUESTIONS AND COMMENTS FROM THE GALLERY

Gary Howard, Evelyn Drive, Sale resident

Spoke to Council regarding Evelyn Drive Estate.

- Retaining the "Neighbourhood Character" of Evelyn Drive
- Covenant restricting 1 resident per 1-acre block on the entire Estate
- Increase in traffic volume which will overtax the existing road infrastructure

Prinesh Narayan, Evelyn Drive, Sale resident

Spoke to Council regarding Evelyn Drive Estate.

- Purchased his property with the understanding the Estate was covered by a single dwelling covenant
- Worried about changing the outlook and value of the Estate

Sharon Howes, Evelyn Drive, Sale resident

Spoke to Council regarding Evelyn Drive Estate.

- Purchased her property with the understanding the Estate was covered by a single dwelling covenant
- Concerned about the development of existing blocks of land within the Estate.

Peter Jackson, Evelyn Drive Sale (Developer), Clydebank resident

Spoke to Council regarding Evelyn Drive Estate

- The 'calling in" by Council of the dual occupancy planning permit application.
- Clarified the concerns regarding the covenant for 22 Evelyn Drive, Sale.
- Requested Council to consider all the facts prior to taking any further action.

RECOMMENDATION

That:

Council pursuant to Section 59, 60, 61, 62 and 64 of the *Planning and Environment Act 1987* issue a Notice of Decision to Grant Planning Permit P286/2016 for the use and development of a second dwelling subject to conditions included in Attachment 2.

That Council pursuant to Section 59, 60, 61 and 65 of the *Planning and Environment Act 1987* issue a notice of refusal to grant a planning permit for the use and development of a second dwelling on the following grounds:

1. The use and development will have an adverse effect on the amenity and character of the Evelyn Drive estate.
2. The use and development is inconsistent with the orderly development of the Evelyn Drive estate and the reasonable expectations of other landowners within the estate.

Councillor Crossley declared an indirect conflict of interest and left the chamber at 6:34pm

COUNCILLOR McCUBBIN / COUNCILLOR BYE

That Council pursuant to Section 59, 60, 61 and 65 of the Planning and Environment Act 1987 issue a notice of refusal to grant a planning permit for the use and development of a second dwelling on the following grounds:

1. *The use and development will have an adverse effect on the amenity and character of the Evelyn Drive estate.*
2. *The use and development is inconsistent with the orderly development of the Evelyn Drive estate and the reasonable expectations of other landowners within the estate.*

CARRIED

Councillor Crossley returned to the chamber at 6:40pm

BACKGROUND

The following notice of motion was carried by Council on 4 April 2017:

That Council 'call in' planning permit application P286/2016 for a second dwelling at 22 Evelyn Drive, Sale and that Council determines this application at the 18 April 2017 Council meeting on the basis that there are unique issues with this application relating to a restrictive covenant affecting the majority of land in this low density residential estate.

Council received planning permit application P286/2016 on 12 September 2016.

The subject land is highlighted with the red circle in Figure 1.

Figure 1: Locality plan (subject land marked with red circle)



Plans of the proposed second dwelling are included in Attachment 1, which show a contemporary single storey four (4) bedroom design located to the rear of the existing dwelling. The proposed second dwelling is set back 5.0 metres from the southern (rear) boundary, 4.0 metres from the western (side) boundary and 20.9 metres from the eastern (side) boundary.

The land subject to the application is contained in the Low Density Residential Zone (LDRZ), which has as its purpose 'to provide for low density residential development on lots which, in the absence of reticulated sewerage, can treat and retain all wastewater.

Land in the Evelyn Drive estate predominantly contains dwellings on lots of one (1) acre in size, although two lots to the immediate west of the subject land have recently been subdivided as this land can be connected to reticulated sewerage.

Land to the east, north and south of the proposed dwelling is currently developed with houses. The land subject to the application is also affected by Design and Development Overlay Schedule 6 (DDO6), which is designed to control building height over 15 metres to protect the operations of RAAF Base East Sale.

The relevant zone and overlay controls (and relevant Planning Scheme policies and decision guidelines) can be accessed via:

<http://planningschemes.dtpli.vic.gov.au/schemes/wellington>

A planning permit is required for the use and development of the second dwelling under the provisions of the LDRZ, but as the proposed second dwelling is less than 15 metres in height no planning permit is required under DDO6.

The application was referred to Council's Infrastructure Planner, who had no objection subject to conditions which have been included in Attachment 2.

Notice of the application was given to surrounding owners and occupiers and a sign was displayed on the site as required by the *Planning and Environment Act 1987*.

Eleven (11) objections from landowners in the Evelyn Drive estate have been received, which can be publicly inspected at Council's Sale Service Centre (18 Desailly Street) and have been made available on the Councillor Homepage / Council Meeting. The applicant's response to objections and two further submissions received from objectors, have also been placed on the Councillor Homepage / Council Meetings.

The principal concern raised by objectors relate to a restrictive covenant registered on the title of most lots in the Evelyn Drive estate which (among other matters) limits development to one dwelling per lot. It is noted that the covenant is essentially a private contractual agreement between the landowners and the subdivider. However, as the land subject to the planning permit application has not been transferred from the original subdivider, the restrictive covenant is not registered on the title of the subject land which does not, therefore, preclude a planning permit being granted for a second dwelling.

As outlined in the objecting submissions, other key issues of concern relate to amenity and character impacts, traffic, drainage and the required level of infrastructure provision to support further development in an estate originally established for low density residential development.

The proposal for a second dwelling on the lot is consistent with the relevant decision guidelines and planning policies set out in the Wellington Planning Scheme. Apart from the main concern relating to the presence of a restrictive covenant (which does not apply to the subject land), most of the objections can be addressed by permit conditions, such as the requirement for screen fences to help address concerns about a loss of privacy for the dwelling to the east of the subject land, and connection to reticulated drainage and sewerage. Given that the main concern raised by the objectors relates to a private covenant which is not present on the title of the subject land, there is little planning weight which can be given to these concerns and so on balance, the application is recommended for approval.

OPTIONS

Council has the following options:

1. That Council pursuant to Section 59, 60, 61, 62 and 64 of the *Planning and Environment Act 1987* issue a Notice of Decision to Grant Planning Permit P286/2016 for the use and development of a second dwelling subject to conditions.
2. That Council pursuant to Section 59, 60, 61 and 65 of the *Planning and Environment Act 1987* issue a notice of refusal to grant a planning permit for the use and development of a second dwelling.
3. That Council defer consideration of planning permit application P286/2016 and seek further information for consideration at a future Council meeting.

PROPOSAL

That Council pursuant to Section 59, 60, 61, 62 and 64 of the *Planning and Environment Act 1987* issue a Notice of Decision to Grant Planning Permit P286/2016 for the use and development of a second dwelling subject to conditions included in Attachment 2.

CONFLICT OF INTEREST

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

FINANCIAL IMPACT

Should Council elect to refuse the planning permit application and an appeal is lodged at the Victorian Civil and Administrative Tribunal (VCAT) by the permit applicant, Council will need to engage a planning consultant to act on its behalf (given the officer recommendation).

Should Council elect to approve the application as recommended by officers and an appeal is lodged at VCAT by objectors, Council officers will act on Council's behalf which will not result in the need for consultant expenses to be incurred.

LEGISLATIVE IMPACT

Pursuant to the requirements of Section 61 of the *Planning and Environment Act 1987*, Council may decide:

1. To grant a permit; or
2. To grant a permit subject to conditions; or
3. To refuse to grant a permit on any ground it thinks fit.

Pursuant to section 60(1B) of the *Planning and Environment Act 1987* Council must (where appropriate) have regard to the number of objectors in considering whether the use or development may have a significant social effect. As outlined in Planning Advisory Note 63 (available at <https://www.planning.vic.gov.au/publications/planning-advisory-notes>), whether it is 'appropriate' for the number of objectors to be taken into account in a particular case will be influenced by:

- a. *What the objectors have said in their written objections about the proposed use or development;*
- b. *Whether the issues raised in the objections are relevant planning considerations and relate to the reasons why the proposal requires a permit; and*
- c. *Whether the issues raised in the objections point to a detrimental effect on the community which is supported by evidence.*

While Council officers are sympathetic to the concerns raised by the objectors relating to the covenant (or non-existence of the covenant as it relates to the subject land), issues surrounding the covenant essentially remain a civil issue (not a planning issue) between the subdivider and the objectors.

The *Planning and Environment Act 1987* and the Wellington Planning Scheme set out further matters which must be considered and procedures to be followed in determining an application for a planning permit. This includes having regard for the decision guidelines listed in Clause 65 of the Wellington Planning Scheme. A full copy of the *Planning and Environment Act 1987* and the Wellington Planning Scheme can be accessed via the links below.

http://www.legislation.vic.gov.au/Domino/Web_Notes/LDMS/PubLawToday.nsf

<http://planningschemes.dtpli.vic.gov.au/schemes/wellington>

Regardless of what decision is eventually made by Council (to approve or refuse the application), importantly all parties will retain the option for independent review at VCAT.

COUNCIL PLAN IMPACT

The Council Plan 2013–17, Theme 5 - Land Use Planning states the following strategic objective and related strategy:

Strategic Objective

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

Strategy 5.1

'Ensure Land Use Policies and Plans utilise an integrated approach to guide appropriate land use and development.'

Strategy 5.2

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

The recommendation supports the above Council Plan strategic objective and strategy.

ENVIRONMENTAL

There are no significant environmental impacts anticipated by the approval of the proposed second dwelling. The proposed dwelling can be connected to reticulated sewerage and appropriate conditions (see Attachment 2) imposed to secure an appropriate interface treatment with the neighbouring dwelling located at 24 Evelyn Drive.

PLANNING POLICY IMPACT

The Evelyn Drive estate is not in an area earmarked for residential intensification in the adopted Sale, Wurruk and Longford Structure Plan. However, the current provisions of the LDRZ provides the ability for a second dwelling to be established and where applicable for 0.2 hectare ('half acre') lots to be created when connected to reticulated sewerage. The broad policy settings in the Wellington Planning Scheme (refer to Clause 21.05 in particular) also support the diversification of housing opportunities and the future urban growth of Sale in areas proximate to social and physical infrastructure. The current planning permit application is, therefore, deemed to be consistent with current planning policy.

CONSULTATION IMPACT

Consultation has been undertaken in accordance with the requirements of the *Planning and Environment Act 1987*. Eleven (11) objections have been received following notice being given of the planning permit application. Further, a planning consultation meeting was held on 3 March 2017, where the applicant and several objectors attended the Council offices to discuss relevant issues, but a mediated outcome was unable to be reached.

NORTH ELEVATION
SCALE : 1 : 100 AT A3

EAST ELEVATION
SCALE : 1 : 100 AT A3

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Land Use Planning Department
Wellington Shire Council
Telephone: 1300 366 244

PROPOSED RESIDENCE FOR
MR P. & MRS D. JACKSON
No.22 (LOT 11) EVELYN DRIVE, SALE

COLMAC HOMES
"Our Family Business, Building your Family Home"

AREA ANALYSIS :
 DWELLING: - 194.22m² - 20.91sq
 GARAGE: - 36.05m² - 3.88sq
 ALFRESCO: -
 PORCH: - 5.43m² - 0.58sq
 TOTAL: - 235.70m² - 25.37sq
 LOT SIZE: - 4,000m²

Date:	Owner:	Builder:
PHONE: (03) 5143 0399	FAX: (03) 5143 0933	
No.3-5 (LOT 13) NORTHLAND DRIVE, SALE 3850		
www.colmachomes.com.au		
SCALE:	DATE:	JOB No.:
1:100 AT A3	05/09/16	JACK-SK02
		SHEET:
		6 OF 10



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SOUTH ELEVATION
SCALE : 1 : 100 AT A3

WEST ELEVATION
SCALE : 1 : 100 AT A3

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Local Area Planning Department
Shire Council
Phone: 1300 368 244

PROPOSED RESIDENCE FOR
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No.22 (LOT 11) EVELYN DRIVE, SALE

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PHONE: (03) 5143 0399 FAX: (03) 5143 0933
 No.3-5 (LOT 13) NORTHLAND DRIVE, SALE 3850
www.colmachomes.com.au

SCALE:	DATE:	JOB No.:	SHEET:
1:100 AT A3	05/09/16	JACK-5K02	7 OF 10

Draft Conditions for Notice of Decision to grant a planning permit for planning application P286/2016: Use and development of a second dwelling at 22 Evelyn Drive Sale.

Amended plans required

1. Before the development starts, amended plans to the satisfaction of the responsible authority must be submitted to and be approved by the responsible authority. When approved, the plans will be endorsed and then form part of the permit. The plans must be drawn to scale with dimensions and three copies must be provided. The plans must be generally in accordance with the plans submitted with the application but modified to show:
 - a) 1.8 metre high fencing along the delineation between the rear yard of the existing dwelling and area set aside for the proposed dwelling (for a length of approximately 35.63 metres as shown on the submitted site plan) and then extending southward along the eastern boundary of the site (for a length of approximately 40.0 metres as shown on the submitted site plan);
 - b) a curvilinear design for the access driveway to the proposed dwelling;
 - c) a landscape plan showing planting of trees and shrubs in garden beds along the access driveway to enhance the visual appearance of the access drive;
 - d) a landscape management plan outlining how the landscaping along the driveway will be maintained into the future; and
 - e) A drainage discharge plan as required in condition 6 a) of this permit.

Comply with endorsed plans

2. The layout of the site and the size, design and location of the buildings and works permitted must generally accord with the endorsed plans.

Maintain the garden areas

3. The garden areas along the access driveway must be maintained in accordance with the approved maintenance plan to the satisfaction of the Responsible Authority.

Fencing

4. The fencing required by condition 1(a) must be completed prior to the certificate of occupancy being issued for the dwelling approved by this permit.

Construct access

5. All weather access must be provided for the new dwelling. The minimum standard all weather vehicular crossing is comprised of:
 - a) Sprayed bituminous seal for a distance of 5 metres from the edge of road seal,
 - b) 7.2 metres of 375 mm diameter "class 2" reinforced concrete pipe culvert.
 - c) Mountable pre-cast reinforced concrete endwalls (or equivalent) to be installed at both the inlet and outlet to the pipe culvert.
 - d) 100mm consolidated depth gravel pavement extending from the property line to the roadway including widening at the culvert to provide for turn movements
 - e) Location of the crossings to be approved by the Responsible Authority
 - f) Entrances to the property must be indented to allow vehicles accessing the property to park clear of the road formation (see Typical Driveway details attached)

Drainage requirements

6. The applicant must provide reticulated storm water drainage to drain all land contained within the approved development.

The approved design must meet the water quality standards required by the State Provisions of the Planning Scheme, the "Best Practice Environmental Management Guidelines" and Council's Infrastructure Design Manual.

All stormwater from the development must be conveyed to satisfactory points or areas of discharge approved by the Responsible Authority so that it will have no detrimental affect on the environment adjoining properties.

- a) Prior to any works commencing a drainage discharge plan must be submitted to and approved by the Responsible Authority. The plan is to include on site detention structures to ensure that the post development discharge rate from the site does not exceed the predevelopment discharge rate. When approved, this plan will form part of the permit.
- b) Reticulated stormwater drainage to drain all land contained within the development must be in accordance with Council's 'Infrastructure Design Manual' and must be completed prior to the occupancy of the dwelling approved by this permit.

The approved discharge point for this application is the existing underground drainage at the rear of the property.

Services

7. The dwelling approved by this permit must be connected to reticulated sewerage and other reticulated services to the satisfaction of the Responsible Authority.

Time for completion

8. This permit will expire if the development is not completed within two years of the date of this permit. The Responsible Authority may extend the period referred to if a request is made in writing before the permit expires, within six months of the date of expiry if work has not lawfully commenced on the site or within twelve months of the date of expiry if work has lawfully commenced on the site.

Attachment 2: Conditions for Notice of Decision to grant a planning permit for planning application P47/2019: Two lot subdivision of land at 22 Evelyn Drive Sale.

1. The subdivision plan submitted for certification must be in general accordance with the plan endorsed as part of this permit.
2. The owner of the land must enter into agreements with the relevant authorities for the provision of water supply, drainage, sewerage facilities, electricity and gas services to each lot shown on the endorsed plan in accordance with the authority's requirements and relevant legislation at the time.
3. Prior to the issue of a Statement of Compliance, each lot in the approved subdivision must be connected to a reticulated sewerage system to the satisfaction of Gippsland Water.
4. All existing and proposed easements and sites for existing or required utility services and roads on the land must be set aside in the plan of subdivision submitted for certification in favour of the relevant authority for which the easement or site is to be created.
5. The plan of subdivision submitted for certification under the Subdivision Act 1988 must be referred to the relevant authority in accordance with Section 8 of that Act.
6. The owner of the land must enter into an agreement with:
 - a telecommunications network or service provider for the provision of telecommunication services to each lot shown on the endorsed plan in accordance with the provider's requirements and relevant legislation at the time; and
 - a suitably qualified person for the provision of fibre ready telecommunication facilities to each lot shown on the endorsed plan in accordance with any industry specifications or any standards set by the Australian Communications and Media Authority, unless the applicant can demonstrate that the land is in an area where the National Broadband Network will not be provided by optical fibre.
7. Before the issue of a Statement of Compliance for any stage of the subdivision under the Subdivision Act 1988, the owner of the land must provide written confirmation from:
 - a telecommunications network or service provider that all lots are connected to or are ready for connection to telecommunications services in accordance with the provider's requirements and relevant legislation at the time; and
 - a suitably qualified person that fibre ready telecommunication facilities have been provided in accordance with any industry specifications or any standards set by the Australian Communications and Media Authority, unless the applicant can demonstrate that the land is in an area where the National Broadband Network will not be provided by optical fibre.
8. Prior to the issue of Statement of Compliance, the applicant must construct one vehicular crossing per allotment to the satisfaction of the Responsible Authority.
9. Prior to the issue of Statement of Compliance, the applicant must provide reticulated storm water drainage to drain all land contained within the subdivision to the satisfaction of the Responsible Authority. The approved design shall meet the water quality standards required by the State Provisions of the Planning Scheme, the "Best Practice Environmental Management Guidelines" and Council's Infrastructure Design Manual.
10. All stormwater from the development must be conveyed to satisfactory points or areas of discharge approved by the Responsible Authority so that it will have no detrimental affect on the environment adjoining properties. The approved discharge point for this application is the existing underground drainage at the rear of the property.

11. Prior to any works commencing a drainage discharge plan must be submitted to and approved by the Responsible Authority. The plan is to include on site detention structures to ensure that the post development discharge rate from the site does not exceed the predevelopment discharge rate. When approved, this plan will form part of the permit.
12. This permit will expire if the plan of subdivision is not certified within two years of the date of this permit. The Responsible Authority may extend this period if a written request is received prior to expiry or within six months thereafter.



C4 - REPORT

GENERAL MANAGER BUILT AND NATURAL ENVIRONMENT



C5 - REPORT

GENERAL MANAGER COMMUNITY AND CULTURE

ITEM C5.1**COMMUNITY ASSISTANCE GRANTS – EVENTS AND PROJECTS
MARCH 2019**

DIVISION: COMMUNITY & CULTURE
 ACTION OFFICER: MANAGER COMMUNITY WELLBEING
 DATE: 21 MAY 2019

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

OBJECTIVE

That Council approve the recommendations to allocate Community Assistance Grants – Events and Projects March 2019 funds as detailed in Attachment A and that applicants be notified of the outcome of their applications.

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

That Council approve the recommendations to allocate Community Assistance Grants – Events and Projects March 2019 funds as detailed in Attachment A and that applicants be notified of the outcome of their applications.

BACKGROUND

The Community Assistance Grants Scheme encourages the development of initiatives in the community in line with Council’s vision, Wellington 2030, and the Council Plan. It aims to build on community capacity, encourage participation in cultural development and support community initiatives that promote participation.

Not for profit community groups operating in the Wellington Shire can apply for a Community Assistance Grant of over \$2,000 to \$5,000. There are three funding categories (Events, Projects and Facilities). Each year there are two Community Assistance Grant rounds for Projects and Events (March and August) and one round for Facilities (August) per year.

Applications received that successfully meet the criteria are eligible to be prioritised for funding.

The following applications were received for the March 2019 funding round (Attachment B):

- 10 Event applications received totalling \$46,070.00
- 11 Project applications received totalling \$50,193.35

Applications are assessed by the Community Assistance Grants Panel (Panel), which is comprised of staff at a management and coordinator level. The applications are initially assessed against the guidelines and then prioritised using the assessment criteria.

Each application is assessed on its benefit to the community, ability to fulfil a community need, project planning and the capacity of the applicant to deliver the project. The Panel provides advice and recommendations to Council based on the assessment criteria and funding guidelines.

OPTIONS

Council has the following options:

1. Approve the recommendations to allocate Community Assistance Grants – Events and Projects March 2019 funds as detailed in Attachment A and applicants be notified of the outcome of their applications; or
2. Seek further information for consideration at a future meeting of Council.

PROPOSAL

That Council approve the recommendations to allocate Community Assistance Grants – Events and Projects March 2019 funds as detailed in Attachment A and that applicants be notified of the outcome of their applications.

CONFLICT OF INTEREST

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

FINANCIAL IMPACT

Funding will be through the Community Assistance Grant Scheme within the Community Wellbeing budget. The total available budget for the 2018/19 Community Assistance Grant and Quick Response Scheme is \$345,000.

The following applications are recommended for the March 2019 funding round (Attachment A):

- 9 Event applications received totalling \$34,070.00
- 7 Project applications received totalling \$32,046.00

COMMUNICATION IMPACT

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

COUNCIL POLICY IMPACT

This process is in accordance with Council's Events Policy no. 5.1.4 and Community Assistance Grants Strategy adopted on 21 June 2011.

COUNCIL PLAN IMPACT

The Council Plan 2017-21 Theme 1 Communities states the following strategic objective and related strategy:

Strategic Objective 1.2

Celebrate, recognise and acknowledge our diverse community and improve social connections among youth, aboriginal and aged communities.

Strategy 1.2.1

Ensure that Council services, facilities and events promote inclusivity, social connectedness and accessibility.

COMMUNITY IMPACT

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

ENVIRONMENTAL IMPACT

All events and projects are encouraged to consider the environmental impacts that will be produced through delivering their grant outcomes and have appropriate measures in place to manage them.

ENGAGEMENT IMPACT

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

Community engagement regarding the Community Assistance Grants Scheme was in accordance with the Community Engagement Plan developed for this grant round, which includes media releases, social media and information sessions, as follows:

- 3 grant information sessions held at Desailly Street office
- 5 remote grant information sessions held in Heyfield, Yarram, Port Albert, Meerlieu and Loch Sport
- 3 individual grant information sessions
- 1 network meeting presentation
- Social media story
- 2 Wellington News features
- Yarram Standard and Gippsland Times features

Approved applications will feature in the Wellington News, Yarram Standard and Gippsland Times.

RISK MANAGEMENT IMPACT

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

RECOMMENDED APPLICATIONS FOR CAG MARCH 2019 FUNDING ROUND – EVENTS
ATTACHMENT A

	Organisation	Title	Project Description	Amount
1	Sale-Maffra & District Kennel Club	Gippsland International Winter Festival - All Breeds Championship Dog Shows	The “All Breeds Championship Dog Show” includes 3 separate events held over 3 days with International judges	\$4,000.00*
2	Heyfield Traders & Tourism Assoc	Heyfield Food and Wine Festival	Heyfield Food & Wine Festival showcasing local Gippsland food, wine and local entertainment.	\$4,000.00*
3	Maffra Neighbourhood House	Community Indoor Movie Night	A free community movie night for all members of the community. Free sausage sizzle and local community organisation information and fundraising stalls.	\$3,070.00
4	Briagolong Mechanics' Institute Hall CoM	Briagolong Film Festival 2019	Briagolong Film Festival is a celebration of Australian film held over 2 days and 3 nights in the beautiful heritage listed Briagolong Hall.	\$3,000.00
5	Bundalagwah Myrtlebank Public Hall Inc	The Gippsland Magical Mystery Tour	The Gippsland Magical Mystery Tour is a multi-Hall event celebrating the music of the Beatles.	\$4,000.00*
6	Glenmaggie Mechanic's Institute	2019 Glenmaggie Country Rock Festival	Glenmaggie Country Rock Festival is a community event providing a great night out with live performances.	\$4,000.00*
7	Binary Shift Inc	Binary Shift Conference	One of Australia's top conferences to be held in Sale focusing on regional innovation, technology and start-ups.	\$4,000.00*
8	Yarram Eisteddfod Inc	Yarram Eisteddfod 2019	Annual Yarram Eisteddfod with Speech, Drama, Choral, Vocal, Piano and Instrumental sections available for young people aged 5 - 18 to compete.	\$4,000.00*
9	Glenmaggie & District Boat Club	Glenmaggie Cup Championships 2019	Annual powerboat racing event Glenmaggie Cup features Daryl Hamilton Memorial & Alan Hore Trophy, with local and interstate competitors.	\$4,000.00*
TOTAL AMOUNT RECOMMENDED				\$34,070.00

*reduced funding

RECOMMENDED APPLICATIONS FOR CAG MARCH 2019 FUNDING ROUND - PROJECTS

	Organisation	Title	Project Description	Amount
1	Loch Sport Community House	Community Chairs and Tables and container storage	Purchase a stock of portable chairs and tables available for community events and functions for all community groups, clubs and organisations in Loch Sport.	\$3,492.00
2	Loch Sport RSL	Keep the RSL Open and Cooking	Purchase a new Oven and Bain Marie for the Loch Sport RSL to continue serving members, visitors and community in need.	\$5,000.00
3	Wellington Hockey Club	Regional All Abilities Program	Development of All Abilities programs - enabling inclusion, social interaction, improved skills and offering higher levels of All Abilities competition opportunities.	\$5,000.00
4	Sale Field and Game Association Inc	Range Upgrade Project 2019	Upgrade equipment at the range to supply diversity and variation within the clay target presentations.	\$5,000.00
5	Rotary Club of Sale Central	Monday Tucker	Sale's local community kitchen.	\$5,000.00
6	Hyland Community Kindergarten	Nature Play at Hyland Kinder	To create a nature-based play environment for the Hyland Kinder children.	\$5,000.00
7	Briagolong Quarry Reserve CoM	Purchase and Installation of 5 picnic tables and seats	Providing tables and seats that will cater for the increasing number of campers utilising the Quarry Reserve and be an addition to the recent improvements to the campground.	\$3,554.00
TOTAL AMOUNT RECOMMENDED				\$32,046.00

ALL APPLICATIONS RECEIVED FOR CAG MARCH 2019 FUNDING ROUND
ATTACHMENT B

	Organisation	Title	Project Description	Amount	Category
1	Sale-Maffra & District Kennel Club	Gippsland International Winter Festival - All Breeds Championship Dog Shows	The "All Breeds Championship Dog Show" includes 3 separate events held over 3 days with International judges	\$5,000.00	Event
2	Heyfield Traders & Tourism Assoc	Heyfield Food and Wine Festival	Heyfield Food & Wine Festival showcasing local Gippsland food, wine and local entertainment.	\$5,000.00	Event
3	Maffra Neighbourhood House	Community Indoor Movie Night	A free community movie night for all members of the community. Free sausage sizzle and local community organisation information and fundraising stalls.	\$3,070.00	Event
4	Briagolong Mechanics' Institute Hall CoM	Briagolong Film Festival 2019	Briagolong Film Festival is a celebration of Australian film held over 2 days and 3 nights in the beautiful heritage listed Briagolong Hall.	\$3,000.00	Event
5	Bundalaguah Myrtlebank Public Hall Inc	The Gippsland Magical Mystery Tour	The Gippsland Magical Mystery Tour is a multi-Hall event celebrating the music of the Beatles.	\$5,000.00	Event
6	Glenmaggie Mechanic's Institute	2019 Glenmaggie Country Rock Festival	Glenmaggie Country Rock Festival is a community event providing a great night out with live performances.	\$5,000.00	Event
7	Binary Shift Inc	Binary Shift Conference	One of Australia's top conferences to be held in Sale focusing on regional innovation, technology and start-ups.	\$5,000.00	Event
8	Yarram Eisteddfod Inc	Yarram Eisteddfod 2019	Annual Yarram Eisteddfod with Speech, Drama, Choral, Vocal, Piano and Instrumental sections available for young people aged 5 - 18 to compete.	\$5,000.00	Event
9	Glenmaggie & District Boat Club	Glenmaggie Cup Championships 2019	Annual powerboat racing event Glenmaggie Cup features Daryl Hamilton Memorial & Alan Hore Trophy, with local and interstate competitors.	\$5,000.00	Event
10	Carers Victoria	Carers Victoria Wellington Mingle	Carers Victoria's Wellington Mingle gives unpaid family carers a day off from their caring role, with entertainment, fun activities, information on carer health and wellbeing, the opportunity to meet local service providers and mingle with other carers.	\$5,000.00	Event

	Organisation	Title	Project Description	Amount	Category
11	Loch Sport Community House	Community Chairs and Tables and container storage	Purchase a stock of portable chairs and tables available for community events and functions for all community groups, clubs and organisations in Loch Sport.	\$3,492.00	Project
12	Loch Sport RSL	Keep the RSL Open and Cooking	Purchase a new Oven and Bain Marie for the Loch Sport RSL to continue serving members, visitors and community in need.	\$5,000.00	Project
13	Wellington Hockey Club	Regional All Abilities Program	Development of All Abilities programs - enabling inclusion, social interaction, improved skills and offering higher levels of All Abilities competition opportunities.	\$5,000.00	Project
14	Sale Field and Game Association Inc	Range Upgrade Project 2019	Upgrade equipment at the range to supply diversity and variation within the clay target presentations.	\$5,000.00	Project
15	Rotary Club of Sale Central	Monday Tucker	Sale's local community kitchen.	\$5,000.00	Project
16	Hyland Community Kindergarten	Nature Play at Hyland Kinder	To create a nature-based play environment for the Hyland Kinder children.	\$5,000.00	Project
17	Briagolong Quarry Reserve CoM	Purchase and Installation of 5 picnic tables and seats	Providing tables and seats that will cater for the increasing number of campers utilising the Quarry Reserve and be an addition to the recent improvements to the campground.	\$3,554.00	Project
18	Sale and District Aeromodellers Club Inc	Replacement of Irrigation Pump	To purchase new irrigation pump and engine replacing the old, unserviceable equipment.	\$4,357.00	Project
19	Port Albert Mechanics Institute CoM Inc	Marketing the Market @ Port Albert	Purchase professional signage and promotional material to promote the monthly Port Albert Community Market.	\$3,790.35	Project
20	Uniting Gippsland	Homelessness Week 2019	"I Never thought this would happen to me" an exhibition of artworks by community members impacted by homelessness.	\$5,000.00	Project
21	Reading Out of Poverty	Early Childhood Literacy Project	To lift the profile of early childhood literacy and to empower parents to be their child's first teacher in Sale.	\$5,000.00	Project
TOTAL OF APPLICATIONS RECEIVED				\$96,263.35	

ITEM C5.2**NEWRY RECREATION RESERVE COMMITTEE OF MANAGEMENT MINUTES**

DIVISION: COMMUNITY & CULTURE
 ACTION OFFICER: MANAGER COMMUNITY WELLBEING
 DATE: 21 MAY 2019

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

OBJECTIVE

For Council to receive the minutes from the Newry Recreation Reserve Committee of Management’s General Meeting held on 25 February 2019.

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

That Council receive the minutes from the Newry Recreation Reserve Committee of Management’s General Meeting held on 25 February 2019.

BACKGROUND

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

The objectives of the special committee are:

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

As provided under the committee’s Instrument of Delegation the minutes of all meetings are to be presented to Council and highlight the day to day activities being undertaken by the committee. Meetings held by the Newry Recreation Reserve Committee of Management are open to the public.

OPTIONS

Council has the following options:

1. Receive the minutes from the Newry Recreation Reserve Committee of Management's General Meeting held on 25 February 2019; or
2. Seek further information to be considered at a future Council meeting.

PROPOSAL

That Council receive the minutes from the Newry Recreation Reserve Committee of Management's General Meeting held on 25 February 2019.

CONFLICT OF INTEREST

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

LEGISLATIVE IMPACT

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

COUNCIL POLICY IMPACT

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

COUNCIL PLAN IMPACT

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

Strategic Objective 2.2

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

Strategy 2.2.2

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

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

NEWRY RECREATION RESERVE

General Meeting Minutes – meeting opened at 7.09pm.

25/02/2019

Present: Graeme Smith, Michelle Berryman, Clare Shingles, Brad Shingles, Mark Cox.

Apologies: Malcolm Hole, Karen Whitehurst, David Wilson.

1. Minutes of the Previous Meeting.

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

2. Treasurers Report.

Current balance as at 25/02/2019 is \$11,187.51. All accounts have been cleared and user group accounts will be forwarded next month. Michelle has swapped our power supply to a better rate – same provider just better rate @ .35cents per kw. Moved M Berryman, 2nd B Shingles.

Business arising from the previous Minutes.

1. Brad has spoken to Hugh and he will be in touch when he's close to starting on the fence.
2. Clare & Michelle are still trying to get the Emergency planning stuff happening.
Moved G Smith, 2nd M Cox.

General Business.

1. Clare and Michelle to try and get together and get paperwork for the council organised. We have received paperwork from the Council which has been read and will be acted on appropriately.
2. Football ground play area – Graeme will have a look and see what's needs repairing or updating at the playground and report back at the next meeting.
3. The pump at the football ground for the above ground tank had been turned off – Michelle will ask Andrew to have a look.
4. User group representatives – we are lacking attendance by some of our groups, Michelle will put a note on the accounts to encourage a representative to attend our meetings.

User Group Reports.

1. **Moto X Club.** Mark reported that there's not much happening, the dry conditions are making upkeep on the tracks difficult for all clubs. They have had a request to replace the fence from their neighbour – at a cost of \$12,000.00. There will need to be more quotes sought as only 1 provided, still proving difficult to deal with.
2. **Golf Club.** The golf club had their annual Sale to Sea tournament. As with everything the dry conditions are wreaking havoc on courses in the area with Toongabbie having closed already. Next major events are not until August/September.
3. **Football Club.** No Rep
4. **Hall Committee.** No Rep
5. **Fire Brigade.** No Rep
6. **Council.** No Rep.

Meeting Closed 7.36pm – next meeting 27/05/2019.

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

DIVISION: COMMUNITY AND CULTURE
 ACTION OFFICER: MANAGER COMMUNITY WELLBEING
 DATE: 21 MAY 2019

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

OBJECTIVE

For Council to receive the minutes from the Maffra Recreation Reserve Committee of Management General Meetings held on 4 March 2019 and 1 April 2019.

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

For Council to receive the minutes from the Maffra Recreation Reserve Committee of Management General Meetings held on 4 March 2019 and 1 April 2019.

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.

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 General Meetings held on 4 March 2019 and 1 April 2019; 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 General Meetings held on 4 March 2019 and 1 April 2019.

CONFLICT OF INTEREST

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

LEGISLATIVE IMPACT

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

COUNCIL POLICY IMPACT

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

COUNCIL PLAN IMPACT

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

Strategic Objective 2.2

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

Strategy 2.2.2

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

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

MAFFRA RECREATION RESERVE
Special Committee of Council
DISCUSSION NOTES (no quorum)
04/03/2019, 7.30pm Meeting room Maffra Recreation Function Centre

President Mat Coleman

Secretary Kath Coggan 0411 098 452

Present: S. Bragg, Grant Smith, Kath Coggan, Mat Coleman, Carmel Ripper, Keven Christensen, J. Toma. Guest Bode Darvill from WSC

1. Apologies: Mark Hewlitt, S, Ford, Cheryl Dowling, L. Ogilvie, I. Crockford, Paul Bourke

2. Declaration of Conflicts of Interest

MEETING SUSPENDED For Bode Darvill from WSC to address committee re changes MRRC Terms of Reference Schedule.

- 1) CHILD SAFETY STANDARDS. All employees, contractors and volunteers who have direct contact with children are required to have a current working with children check. This is available on line. All members have been emailed the Wellington Shire Maffra Recreation Reserve Committee Terms of Reference Schedule. A full explanation is in Section 4.8
- 2) EXPECTED BEHAVIOURS of volunteers as members of a special committee are expected to abide by Council's policies, including the Employee Code of Conduct and the Workplace Bullying and Harassment Policy. The key expectations are outlined in the Wellington Shire Maffra Recreation Reserve Committee Terms of Reference Schedule, Sections 7. Section 8. Of this document relates to Dispute Resolution
- 3) It is now an expectation from the WSC that volunteers complete an OH&S Site Induction checklist and lodge it with the WSC.

3. Confirmation of Minutes of Previous Meeting. Confirmed Moved Jenny Toma, Seconded

4. Business Arising from Previous Minutes

MFNC and the issue of charging user groups. The MFNC interpret their agreement as being able to charge user groups. Are expected to abide by Councils Policy. This needs clarifying. MFNC have been asked to submit a written proposal to the MRRC for further consideration.

Dogs on leashes. Kevin is still following through with this issue with WSC. It is clearly signposted at the gate that dogs are to be on leashes. The Rec Reserve have the right to enforce this rule. Councillor Ripper looking into the matter

Placement of the media box. It was meant to be where the disabled parking is. MFNC to investigate

Correspondence In:

Email Lisa Lyndon re the progress with our 2018 audited financials

Email Bode Darvill re MRRC permission for construction of media box. Forwarded to MRRC executive

Email Bode Darville re request to attend March meeting re changes to terms of reference.

Correspondence out

Email WSC with Feb minutes and financials.

Email MRRC with Feb minutes and March agenda and 2019 MRR Calendar of usage.

Email Bodye Darvill re approval to attend March meeting

That correspondence be accepted Moved Kevin Christensen, Seconded Steve Bragg

Treasurer's Report Tabled. We have received a water bill from Gippsland Water in excess of \$800. It is a result of water being used for the drainage project. Motion put forwarded "That the increased water bill is attributed to the drainage works and who needs to pay" Moved by Kevin Christensen, Seconded Jenny Toma, ACTION Secretary to contact Mark Benfield

Moved the Treasurer's Report accepted Moved Jenny Toma, Seconded Steve Bragg

REPORTS

Macmillan Rockhounds all going well

Kennel Club. Have had some problems with visas for the Irish judges.

CWA request that they be allowed a second key for the Maffra Recreation Function Centre. Granted AHTS Excellent truck show with sizeable profits to the Stretton Park Building Fund. Email from the secretary to bring forward the date Show date to Nov 16/17. Originally the date was set around avoiding clashes with other events. Change of date approved ACTION secretary to inform AHTS. Secretary to advise AHTS.

AG SOCIETY. Have had first meeting, Volunteers thank you BBQ, Putting a float in the Maffra Mardi Gras. Annual AGM in April. Will be change of President and we need a new Treasurer.

MFNC advised that the netball Courts have been deemed an Occupational Health and Safety issue. They do not meet current standards. A motion was put forward "That the rebuilding of the netball courts be placed on the master plan for the Rec Reserve as a high priority" Moved Kevin Christensen, seconded Grant Smith. Carried ACTION Secretary to follow up.

Motion 2 "That this committee request WSC to make an approach to LVA on behalf of the MRRC to upgrade the netball courts to current community standards." Moved Kevin Christensen Seconded Steve Bragg.

Motion 3 "Letter to Bodye Darvill to request a meeting with the appropriate council officers to progress the project" Moved Kevin Christensen, seconded Steve Bragg.

EVPHC With regard to Accident/injury due to the drainage works, there must be an OHS/Worksafe sign off. With regard to Horse events there needs to be some form of matting to cover concrete drains

Club ground Hire Fees versus paying an annual fee as a User group- held over to the next meeting. Roof line extensions/Storage area _ Held over to next meeting.

Mark Hewlitt has spoken to Peter Hargreaves re water. Harness have approval to be reimbursed for expenses incurred in replacing latch mechanism

MAINTENANCE REPORT

Ground sprayed, fertilizer applied, need to seed, oversow bare patches. Paul, Mark and John Waals have walked around drainage project and have a list of concerns. Seating and Bollards limiting accessibility to both Harness and Rockhounds. March 31 is sign off date for drainage project. .Spray heads broken by Concrete truck on oval. Need to sell John Deere Tractor, advised to sell "as is" possible value \$3-4,000

Advertise in Gippsland Times. Move reports be accepted Jenny Toma, seconded Grant Smith

GENERAL BUSINESS

Clint Kelly Account. Account over. Quote \$4,250 account \$4,675. Matt to clarify
Missing Representatives for the MRRC. At present we need a community representative (secretary
to approach WSC) re advertising. Ag Society need to find a representative.

Next meeting 01/04/2019 7.30 pm at Maffra Recreation Function Centre.

12:17 PM
16/06/14
Cash Basis

**Maffra Recreation Reserve
Profit & Loss
February 2019**

	<u>Feb 19</u>	<u>Jul 18 - Feb 19</u>
Income		
Electricity contributions		
Maffra Football & Netball Club	0	3,988
Total Electricity contributions	0	3,988
Hire of Reserve	45	1,010
Interest Received (Bendigo)	4	33
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	0	5,058
McKay Lease	0	273
Total Rentals	0	7,719
Total Income	49	12,750
Expense		
CFA Service	97	97
Cleaning of Reserve	0	175
Cleaning Supplies (Milestone)	0	150
Electricity & Gas (Cannon)	0	45
Electricity & Gas (Origin)	2,058	9,608
Fuel and Oil		
Tractor/ Ride-On (MG Trading)	0	431
Total Fuel and Oil	0	431
Postage & Stationary (Aus Post)	100	305
Repairs and Maintenance		
Buildings (Plumbing)	0	196
Equipment (Fryer)	756	756
Grounds (Murray Goulburn)	0	63
Total Repairs and Maintenance	756	1,015
Waste Removal (Maffra Waste)	250	1,358
Water Rates (Gippsland Water)	0	839
Water Rates (SRW)	148	178
Total Expense	3,407	14,201
Net Income	-3,358	-1,451

12:13 PM
16/06/14

Maffra Recreation Reserve
Reconciliation Summary
Bendigo Bank - General Account, Period Ending 28/02/2019

	<u>Feb 28, 19</u>
Beginning Balance	3,254.13
Cleared Transactions	
Cheques and Payments - 5 items	-3,447.22
Deposits and Credits - 2 items	8,050.00
Total Cleared Transactions	<u>4,602.78</u>
 Cleared Balance	 <u>7,856.91</u>
Uncleared Transactions	
Cheques and Payments - 1 item	-275.00
Total Uncleared Transactions	<u>-275.00</u>
 Register Balance as of 28/02/2019	 <u>7,581.91</u>
 Ending Balance	 7,581.91

12:07 PM
16/06/14

Maffra Recreation Reserve
Reconciliation Summary
Bendigo Bank - Investment Acc., Period Ending 28/02/2019

	<u>Feb 28, 19</u>
Beginning Balance	33,086.11
Cleared Transactions	
Cheques and Payments - 1 item	-8,000.00
Deposits and Credits - 1 item	4.21
Total Cleared Transactions	<u>-7,995.79</u>
 Cleared Balance	 <u>25,090.32</u>
 Register Balance as of 28/02/2019	 25,090.32
Ending Balance	25,090.32

MAFFRA RECREATION RESERVE
Special Committee of Council
MINUTES 01/4/2019, 7.30pm
Meeting room Maffra Recreation Reserve Function Centre

President Mat Coleman

Secretary Kath Coggan 0411 098 452

Present Jenny Toma, Keven Christensen, Grant Smith, Paul Bourke, Sonia Ford, Lisa Ogilvie, Mark Hewlitt, Mat Coleman, Cheryl Dowling, Irene Crockford

Apologies Kath Coggan

Declaration of Conflicts of Interest

Confirmation of Minutes of Previous Meeting. As there was no quorum at the March meeting the notes were ratified. Moved by Grant Smith, Seconded Jenny Toma

Business Arising from Previous Minutes. Motions from March minutes need ratification

Motion 1 Moved by K. Christensen Seconded G. Smith

Motion 2 Moved K. Christensen, Seconded, C. Dowling

Motion 3 Moved K. Christensen, Seconded M. Hewlitt

Dogs on Leash. Signs are on the fences. Email Councillor Ripper re Dog incidents at the Maffra Recreation Reserve.

Media Box placement. Planning permit approved, awaiting building permit.

Clint Kelly account still being followed up.

Harness water issue on going

Late correspondence Harness incident report. Moved G Smith Seconded I Crockford

CORRESPONDENCE IN

Email WSC re Remittance advice WSC forwarded to L Ogilvie

Email WSC re account for MRRC mailbox, forwarded to L Ogilvie

Email Lisa Lyndon WSC re working with children's check. Forwarded to committee

Email Bodye Darville re our masterplan update. She has forwarded that request on 11/3/19, to Mark Benfield who is Coordinator Community Facilities Planning, managing the masterplan process. Forwarded to Paul Bourke

Email Petra Szarbo WSC re our Emergency Planning progress

CORRESPONDENCE OUT

Email Bodye Darville re updating MRRC Masterplan

Email to Petra Szarbo. Emergency Plan document completed WSC printing them

Email to Wellington Shire with March Discussion Notes and February Financial report

Email Paul Bourke re Gippsland Water Bill

TREASURER'S REPORT- Tabled. Treasurer to query increased water charges. Mark Hewlitt issued accounts to be paid. Annual user invoices will be sent out in April. Query as to power bills, one is monthly and one is quarterly.

Moved that the Treasurer's report be accepted L. Ogilvie, Seconded I. Crockford.

REPORTS of User groups

MFNC. Meeting with LVA and WSC representatives to inspect netball courts re resurfacing. Afternoon tea to thank major sponsor Saputo for contribution to drainage project.

MAFFRA MUNICIPAL BAND. Urn and water fixed

EVPHC. Have cancelled April event.

FACILITY FAULTS REPORT

Taps fixed, leftover top soil used to fill holes. Lawn edger purchased from Brown Wigg (\$660)
Mowers need servicing

Moved reports be accepted P. Bourke, Seconded G. Smith

GENERAL BUSINESS.

Safety equipment grants available
Quote needed for Poplar tree removal at the Front gate

DRAINAGE PROJECT. 28th of March sign off date. Sprinkler system still not working. Has to be manually switched on and off. OHS issues re broken heads and valve pits broken. Councillor Ripper raised this is not good enough and will raise it at Council meeting. Harness raised the issue of bollards and seating outside their club rooms were not on the original plan (inconvenient). Will fix roof on storage shed and extend the roof to provide more covered storage. Also Treasurer to investigate Harness as a user group move onto an annual fee versus daily payment. An Honour board for Harness has been found and at the moment is housed in The Kennel Club Rooms.

MASTER PLAN. Committee agreeable to having an exclusive meeting with WSC to discuss future development and direction. Vacancies on committee discussed. Looking for skill sets eg grant submission writing. Possibly need to advertise

Decided not to have a meeting in May (many committee members away)

Meeting closed 9pm.

Next meeting 3/6/2019

**Maffra Recreation Reserve
Profit & Loss
March 2019**

	Mar 19	Jul 18 - Mar 19
Income		
Electricity contributions		
Maffra Football & Netball Club	0	3,988
Total Electricity contributions	0	3,988
Hire of Reserve	0	1,010
Interest Received (Bendigo)	3	36
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	0	5,058
McKey Lease	0	273
Total Rentals	0	7,719
Total Income	3	12,753
Expense		
CFA Service	0	97
Cleaning of Reserve	0	175
Cleaning Supplies (Milestone)	0	150
Electricity & Gas (Cannon)	0	45
Electricity & Gas (Origin)	735	10,343
Fuel and Oil		
Tractor/ Ride-On (MG Trading)	106	536
Total Fuel and Oil	106	536
Postage & Stationary (Aus Post)	118	424
Repairs and Maintenance		
Buildings (Plumbing)	0	196
Equipment (Fryer)	0	756
Grounds (Murray Goulburn)	63	126
Total Repairs and Maintenance	63	1,078
Waste Removal (Maffra Waste)	80	1,436
Water Rates (Gippsland Water)	824	1,662
Water Rates (SRW)	0	178
Total Expense	1,926	16,126
Net Income	-1,923	-3,373

**Maffra Recreation Reserve
Profit & Loss
March 2019**

	Mar 19	Jul 18 - Mar 19
Income		
Electricity contributions		
Maffra Football & Netball Club	0	3,988
Total Electricity contributions	0	3,988
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CWA	0	164
East Vic Pleasure Harness Club	0	121
Kennel Club	0	617
Maffra Football & Netball Club	0	5,058
McKay Lease	0	273
Total Rentals	0	7,719
Total Income	3	12,753
Expense		
CFA Service	0	97
Cleaning of Reserve	0	175
Cleaning Supplies (Milestone)	0	150
Electricity & Gas (Cannon)	0	45
Electricity & Gas (Origin)	735	10,343
Fuel and Oil		
Tractor/ Ride-On (MG Trading)	106	536
Total Fuel and Oil	106	536
Postage & Stationary (Aus Post)	118	424
Repairs and Maintenance		
Buildings (Plumbing)	0	196
Equipment (Fryer)	0	756
Grounds (Murray Goulburn)	63	126
Total Repairs and Maintenance	63	1,078
Waste Removal (Maffra Waste)	80	1,436
Water Rates (Gippsland Water)	824	1,662
Water Rates (SRW)	0	178
Total Expense	1,926	16,126
Net Income	-1,923	-3,373

ITEM C5.4**GORDON STREET RECREATION RESERVE COMMITTEE OF MANAGEMENT MEMBERSHIP**

DIVISION: COMMUNITY AND CULTURE
 ACTION OFFICER: MANAGER COMMUNITY WELLBEING
 DATE: 21 MAY 2019

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

OBJECTIVE

For Council to appoint the nominated Heyfield Junior Netball Club representative as detailed in the attached confidential report, to the Gordon Street Recreation Reserve Committee of Management for the remainder of the three-year period ending on 18 December 2021.

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

- Council appoint the nominated Heyfield Junior Netball Club representative as detailed in the attached confidential report, to the Gordon Street Recreation Reserve Committee of Management for the remainder of the three-year period ending on 18 December 2021 pursuant to the provisions of Section 86 of the Local Government Act 1989;***
- The information contained in the confidential attachment Item F1.1 Gordon Street Recreation Reserve Committee Membership of this Council meeting agenda and designated under Section 77 Clause (2)(c) of the Local Government Act 1989 as confidential by the General Manager Community and Culture on 8 May 2019 because it relates to the following grounds under Section 89(2) of the Local Government Act 1989: (h) any other matter which the Council or special committee considers would prejudice the Council or any person; be designated confidential information under Section 77 Clause (2) (b) of the Local Government Act 1989, except that once this recommendation has been adopted the name of the successful member can be made public.***

BACKGROUND

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

The objectives of the special committee are:

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

The committee operates under an instrument of delegation and terms of reference which provides for the Council appointment of a minimum of five and a maximum of fourteen members for a three-year term as follows:

- One Councillor
- One representative from the Heyfield Cricket Club
- One representative from the Heyfield Football Netball Club
- One representative from the Heyfield Junior Football Club
- One representative from the Heyfield Junior Netball Club
- One representative from the Heyfield Basketball Club
- One representative from the Heyfield Vintage Machinery Group
- One representative from the Heyfield Pigeon Club
- One representative from the Heyfield Tennis Club
- One representative from the Heyfield Traders & Tourism Association
- Five representatives of the Community of Heyfield where expressions of interest shall be sought embracing an agreed range of skills and experience appropriate to the functioning of a public recreation reserve.

As the position was vacant following the previous membership renewal process the committee sought an expression of interest from the Heyfield Junior Netball Club which has now been received.

OPTIONS

Council has the following options:

1. Council appoint the nominated Heyfield Junior Netball Club representative as detailed in the attached confidential report, to the Gordon Street Recreation Reserve Committee of Management for the remainder of the three-year period ending on 18 December 2021 pursuant to the provisions of Section 86 of the *Local Government Act 1989*; or
2. Seek further information to be considered at a future Council meeting.

PROPOSAL

That Council appoint the nominated Heyfield Junior Netball Club representative as detailed in the attached confidential report, to the Gordon Street Recreation Reserve Committee of Management for the remainder of the three-year period ending on 18 December 2021 pursuant to the provisions of Section 86 of the *Local Government Act 1989*;

CONFLICT OF INTEREST

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

LEGISLATIVE IMPACT

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 2017-2021 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.



D. URGENT BUSINESS



E. FURTHER GALLERY AND CHAT ROOM COMMENTS

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

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

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

Meeting declared closed at: pm

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



F. CONFIDENTIAL ATTACHMENT/S

F. CONFIDENTIAL ATTACHMENT/S



WELLINGTON
SHIRE COUNCIL
The Heart of Gippsland

**ORDINARY COUNCIL MEETING
21 MAY 2019**

On this 8th day of May 2019, in accordance with Section 77 Clause (2)(c) of the *Local Government Act 1989*, I, Sharon Houlihan declare that the information contained in the attached document **ITEM F1.1 GORDON STREET RECREATION RESERVE COMMITTEE OF MANAGEMENT MEMBERSHIP** 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;***

A handwritten signature in blue ink, appearing to read 'S. Houlihan', is written over a dotted line.

.....
General Manager Community and Culture (*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.