



WELLINGTON
SHIRE COUNCIL
The Heart of Gippsland

Council Meeting Agenda

Meeting to be held at

Council Chambers - Wellington Centre

Foster Street, Sale

Tuesday 17 March 2020, commencing at 6pm

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

ORDINARY MEETING OF COUNCIL – 17 MARCH 2020

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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:

17 MARCH 2020

OBJECTIVE

To adopt the minutes of the Ordinary Council Meeting of 3 March 2020.

PUBLIC QUESTIONS AND COMMENTS FROM THE GALLERY

RECOMMENDATION

That Council adopt the minutes and resolutions of the Ordinary Council Meeting of 3 March 2020.

CONFLICT OF INTEREST

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



A - PROCEDURAL

A5 BUSINESS ARISING FROM PREVIOUS MEETING/S



A - PROCEDURAL

A6 ACCEPTANCE OF LATE ITEMS



A - PROCEDURAL

A7 NOTICE/S OF MOTION



A - PROCEDURAL

A8 RECEIVING OF PETITIONS OR JOINT LETTERS

ITEM A8(1)

OUTSTANDING PETITIONS

ACTION OFFICER

GOVERNANCE

DATE:

17 MARCH 2020

ITEM	FROM MEETING	COMMENTS	ACTION BY
Nil			

ITEM A8(2)**RECEIPT OF PETITION – REQUEST FOR THE CONSTRUCTION OF A WALKING TRACK BETWEEN SEASPRAY AND THE HONEYSUCKLES**

ACTION OFFICER: GENERAL MANAGER DEVELOPMENT

DATE: 17 MARCH 2020

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

OBJECTIVE

To present Council with a petition regarding the construction of a walking track between Seaspray and The Honeysuckles.

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

That Council receive the attached petition and address it as a 2020/21 budget submission to be considered at a Special Council Meeting proposed to be held on the 9th June 2020.

BACKGROUND

A letter including printed media and petition containing 976 records has been received by Council. While this item has been received as a petition, it will be considered as a 2020/21 budget submission where the head petitioner can address this submission at a Special Council meeting proposed to be held on the 9th June 2020.

A copy of the letter and printed media is provided in Attachment 1 and full petition at Attachment 2.

LEGISLATIVE IMPACT

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

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

From: Kaylene Wheeler
kaylene.wheeler@icloud.com
Subject: Petition for a walking track.
Date: 10 Mar 2020 at 9:20:34 pm
To: Kaylene Wheeler
kaylene.wheeler@icloud.com

PETITION FOR A WALKING TRACK BETWEEN SEASPRAY AND THE HONEYSUCKLES.

For many years , Residents from Seaspray and the Honeysuckles have campaigned for a walking/ running/ bicycle pathway to link the two neighbouring towns. This track would improve the connections between the two communities and provide a much needed fitness path which would keep users safe from dangerous road traffic along the 2km route.

Our petition was to gauge the support for this pathway and we were overwhelmed by the support including support from our overseas visitors from Germany, France England and Switzerland. Many saying that they were surprised that it hadn't happened, considering how many other pathways have been completed in the Shire.

Over the summer holiday period over a 1000 signatures were collected from people who support the construction of the walking track.

Foreshore Road is often a speed way and many tourists, visitors and locals find it unsafe to use, but they do so because it is a good length for walking and bicycles to engage in fitness activities.

This road has seen two bad accidents in the past two years and with the town population on the up every summer and

holidays our roadsides are always full of families, children and tourists either having a stroll or partaking in some serious fitness pursuits

The topic of a walking track is always fiercely lobbied for at our monthly Ratepayers meetings and now it's time for the Wellington Shire to listen to us.

After what seems like an eternity of polite requests we decided the time has come for for more public and vigorous campaigns in the hope that we will finally achieve success. Looking forward to a favourable outcome , I present the Petition for the walking track between Seaspray and the Honeysuckles on the 90 mile beach.

Kaylene Wheeler

on behalf of the Seaspray Ratepayers Ass.
Reserve Committee of Management.

Sent from my iPad

3/3/20



Seaspray Ratepayers' Association president and Seaspray Reserve Committee of Management board member Kaylene Wheeler on the road where residents would like a walking track built. Photo: Zoe Curtis

Beach residents lobby for a walking track

SEASPRAY and Honeysuckles residents have joined forces to lobby Wellington Shire Council to build a walking track to link the two communities.

More than 900 people have signed a petition calling for council to build a 2.6 kilometre-long walking track between Seaspray and the Honeysuckles adjacent to Shoreline Drive.

More than 20 residents gathered on the stretch of road recently as a show of support for the proposal.

Seaspray Ratepayers' Association president and Seaspray Reserve Committee of Management board member Kaylene Wheeler said residents from neighbouring coastal communities had been lobbying council for the past eight years to budget for the walking track.

Ms Wheeler said the 2020-21 budget presented the ideal opportunity for council to pay some long-overdue attention to the two towns.

She plans to present the petition with 900 signatures to council at its draft budget meeting.

"My biggest concern is safety," she said.

"There was a hit-and-run accident in our town in January when a child was injured, and in 2017 another serious accident was recorded involving a walking group on the same stretch of road where the path is desperately needed.

"The other reasons why a walking track is so vital is it would not only link the two relatively isolated communities, but it would also promote health and wellbeing.

"While we do have access to a lovely walking track that is 90 miles long, weather and tide conditions means the beach is not always viable for fitness, whereas a walking track could be used regardless of these always-changing factors.

"While Seaspray and the Honeysuckles are only a few kilometres apart, the two towns also have a quite individual feel.

"Despite this, our communities see themselves as one united force, and our residents and holidaymakers believe a walking track would play an integral part in community connectivity."

In its 2012 strategic plan, Wellington Shire Council stated "it will assist and support communities to promote walking and cycling in the Wellington Shire, and that planning will continue to incorporate opportunities for residents and visitors to walk and cycle to key destinations for leisure".

Since that time walking paths have been built in Longford, Wurruk and Alberton, and Ms Wheeler said it was time for council to make good on its plan commitment to Seaspray and the Honeysuckles.

"We needed the path back then, but our towns have changed even more since that plan was written," she said.

"While we have always been holiday towns, Seaspray and the Honeysuckles now have an increasing number of permanent residents, and of course our populations balloon even more over

summer which is when our roadsides are always full of families, children and tourists either having a stroll or partaking in some more serious fitness pursuits.

"The topic of a walking track is always fiercely lobbied for at our monthly ratepayers' meetings — and now it's time for the Wellington Shire to listen to its ratepayers," Ms Wheeler said.

A council spokesperson said it had not yet received any correspondence or petition from the Seaspray Residents and Ratepayers Association.

"If they decide to submit a petition, we will table the petition at a council meeting and consider the submission," the spokesperson said.

Celebrate Seaspray

A free quarterly newsletter produced by the Seaspray Ratepayers' Association
with the support of the Wellington Shire Council



AUTUMN EDITION

MARCH 2020



More than 20 Seaspray and Honeysuckles residents gathered on Shoreline Dve to show their support for a walking track.

SEASPRAY AND HONEYSUCKLE RESIDENTS LOBBY FOR WALKING TRACK TO LINK THE TWO NEIGHBOURING COMMUNITIES

Seaspray and Honeysuckles residents have joined forces to lobby Wellington Shire to build a walking track to link the two communities.

More than 900 people have signed a petition calling for the Wellington Shire to build a 2.6km long walking track between Seaspray and the Honeysuckles adjacent to Shoreline Drive. More than 20 residents gathered on the stretch of road recently as a show of support for the proposal, which has also been covered recently by local media outlets.

Seaspray Ratepayers' Association President and Seaspray Reserve Committee of Management board member Kaylene Wheeler says residents of the neighbouring coastal communities have been lobbying council for the past eight years to budget for the walking track and Mrs Wheeler says the 2021 Council budget presents the perfect opportunity for the Council to pay some long-overdue attention to the two towns. Mrs Wheeler plans to present the petition with 900 signatures to Council at its upcoming 2021 Draft Budget meeting.

My biggest concern is safety," Mrs Wheeler said. "There was a hit-and-run accident in our town in January when a child was injured and in 2017 another serious accident was recorded involving a walking group on the same stretch of road where the path is desperately needed.

"The other reasons why a walking track is so vital is it would not only link the two relatively isolated communities but it would also promote health and wellbeing. While we do have access to a lovely walking track that is 90 miles long, weather and tide conditions means the beach is not always viable for fitness whereas a walking track could be used regardless of these always changing factors.

"While Seaspray and the Honeysuckles are only a few kilometres apart the two towns also have a quite individual feel. Despite this, our communities see themselves as one united force and our residents and holidaymakers believe a walking track would play an integral part in community connectivity."

- continued over page



Shoreline Dve between Seaspray and the Honeysuckles is popular with walkers but pedestrians are forced to dodge cars.

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In its 2012 Strategic Plan, Wellington Shire stated 'it will assist and support communities to promote walking and cycling in the Wellington Shire, and that planning will continue to incorporate opportunities for residents and visitors to walk and cycle to key destinations for leisure.'

Since that time walking paths have been built in Longford, Wurruk and Alberton and Mrs Wheeler said it's time for Wellington Shire to make good on this Strategic Plan commitment to Seaspray and the Honeysuckles.

"We needed the path back then but our towns have changed even more since that plan was written," Mrs Wheeler said.

"We have while we have always been holiday towns, Seaspray and the Honeysuckles now have an increasing number of permanent residents and of course our populations balloon even more over summer which is when our roadsides are always full of families, children and tourists either having a stroll or partaking in some more serious fitness pursuits. The topic of a walking track is always fiercely lobbied for at our monthly Ratepayers' meetings and now it's time for the Wellington Shire to listen to its ratepayers."

DON'T FORGET: the Seaspray Ratepayers' Association AGM will be held on Saturday March 7 (the Labour Day long weekend) at the Seaspray Hall at 11am. The \$5 annual membership fee can be paid at this meeting. #seeyouatthespray

SEASPRAY BUSINESSES DIRECTORY

Permanent Seaspray businesses:

Artsea Art Studio: 15 Centre Rd. 0428 673 423.
 Ronnie's Tea Rooms: 10am-4pm weekends. 5146 4420.
 Seaspray Caravan Park: 5146 4634.
 Seaspray Surf Club: 5146 4231.
 Seaspray Post Office and Take-Away: 5146 4209.

BUILDERS

Matt Foster: 0407 248 946.
 Andrew Simmons: 0417 334 722.

CLEANING

McKenzie Cleaning: 0407 347 140.
 Shannon's window and house cleaning: 0474 747 622.

INTERNET

GippsWifi: www.gippswifi.com.au 5149 0000.

LAWN MOWING

Dave's Mowing: 0458 472 722
 Jim's Mowing: 0417 368 862

ODD JOBS/MAINTENANCE

90 Mile Gardening & Home Maintenance: 0437 294 669.

SNAKE CATCHERS (listed in order of proximity to Seaspray)

Snakes Alive Gippsland (Kathleen Cropley): 0408 520 630.
 Rusty Copeland (Traralgon): 0498 107 918.
 Latrobe Valley Snake Catchers: 0417 523 104.
 Josh Neille (limited availability): 0438 590 648.
 VenomWise (Jeffrey Mathieson): 0459 999 205.

TV ANTENNAS

Brad's TV Antennas: installation & repairs. 0438 464 323.

**PETITION FOR A WALKING TRACK BETWEEN SEASPRAY AND THE
HONEYSUCKLES**

For many years, residents from Seaspray and the Honeysuckles have campaigned for a walking track to link the two neighbouring towns. This track would improve the connections between the two communities and provide a much-needed fitness path which would keep users safe from the dangerous road traffic along the 4km route. Please sign your name and address below to show the Wellington Shire just how much support there is for this proposal. Keep up to date with our campaign at www.facebook.com/celebrates seaspray
#celebrates seaspray #buildusawalkingtrack #linkourcommunities

NAME ADDRESS

Ernest Hug ^{Elly}

Pat Jaured

Emma Klug

Jordy Tait

Taryn Radley

MATT ROBINSON

Rebecca Reid

Nikki Bertolin

Adriana Claus

Jennifer Claus

Ann Hugg

Michelle Bowes

Christian Bowes

Kees LITTLE

Rebecca LITTLE

PETITION FOR A WALKING TRACK BETWEEN SEASPRAY AND THE HONEYSUCKLES

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NAME ADDRESS

Francis LUGG

REINER CLAES

TIM DUFFY

Shel Duffy

BRAD ANDERSON

Joanna Neale

Joanne Colonnello

Vanessa Toncredi

Martin Juniper

Jan Robinson

Pat Wallace

Ben Hives

Kath Hives

Bill Wallace

PETITION FOR A WALKING TRACK BETWEEN SEASPRAY AND THE HONEYSUCKLES

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NAME ADDRESS

Natalie Williams

Anne Fleming

JOHN FLEMING

Poppi Fleming

Tia Dyce

Isabella Tatterson

Amy Fleming

Bridget Brown

Tom Fleming

BELYNDA LAWSON

Dr Brown

MARK LAWSON

Ella Ronchi

SCOTT McDONALD

7

PETITION FOR A WALKING TRACK BETWEEN SEASPRAY AND THE HONEYSUCKLES

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NAME ADDRESS

John Verey

Pelli Harkness

Andrew Carter

Narelle Derix

DAN MACKAY

JONATHAN LAW

BARB LAW

SALLY DUFFORD

Michael Ryan

Tom Meddich

Camille Johnson

KEVIN TURDY

ASH FARMINGTON

Keryn Warren-Smith

PETITION FOR A WALKING TRACK BETWEEN SEASPRAY AND THE HONEYSUCKLES

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NAME ADDRESS

David Milne

Josh Hewlett

Jessie Parker

Kelvin PARKER

ANNE GUILFOYLE

MARISSA COLE

JUSTINA COLE

CAROL COLE

LEXI COLE

George Guilfoyle

Wendy Anderson

Victor Anderson

Yvonne Anderson

Crayle Cole

Allan Cole

PETITION FOR A WALKING TRACK BETWEEN SEASPRAY AND THE HONEYSUCKLES

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NAME ADDRESS

Wayne Bond

Krys Bond

Lina Williams

Warren Voss

Emily Bush

Tracey Bush

Darrel Bush

PETER WILLIAMS

LINDA WILLIAMS

Beverley Voss

Bernadene Voss

Natalie Hug

Lachlan Voss

Caitlyn Voss

Eliza Voss

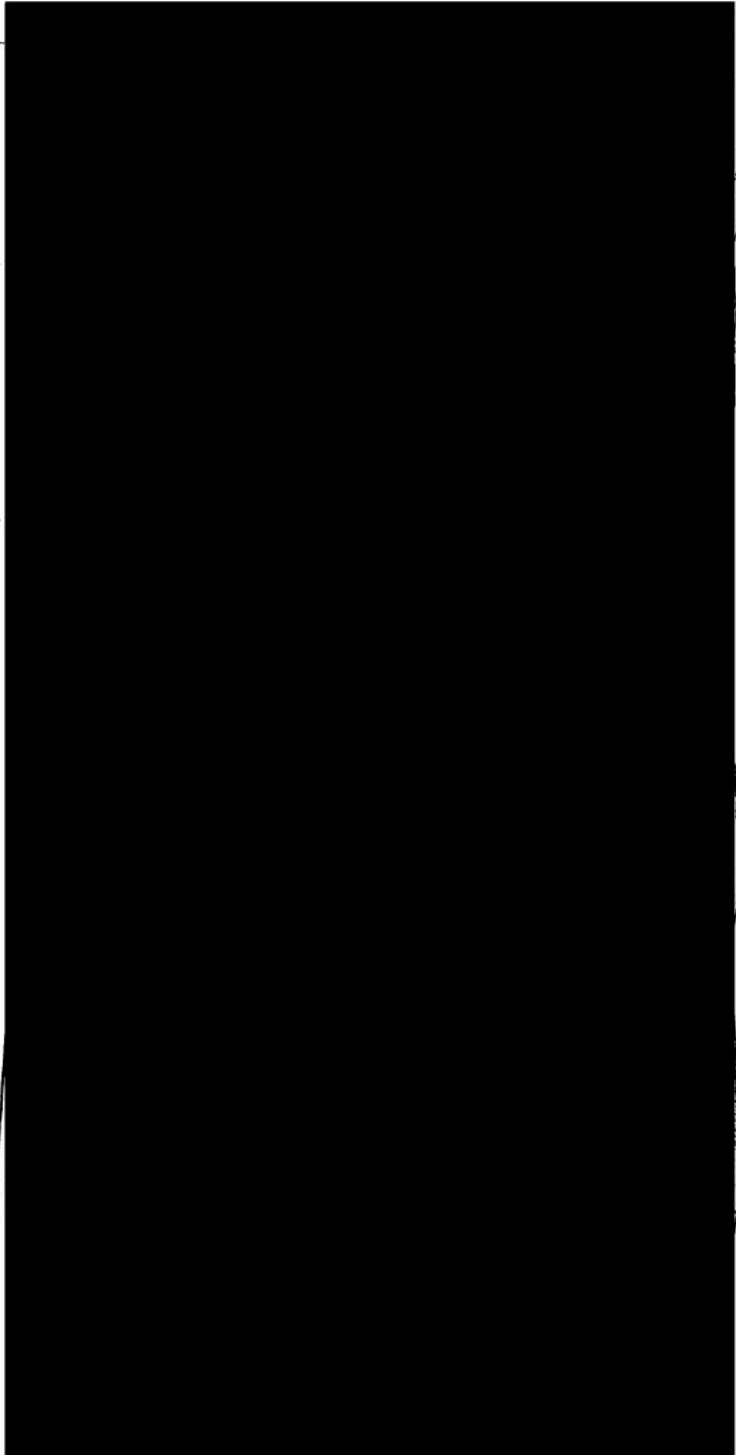
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NAME ADDRESS

~~Cormey Mraz~~
Charlotte Tilley
Paris Tilley
Darcy Parkinson
Simone Hackett
Susie Turner
Carl Turner
Renea Taylor
Kathrin James
Kate Groom
Jarryd Smith
Amber Lowe
Brandon Thomas
Nathan Hercules
Joel Hackney
CARLA KLEVERLIAN
TERESITA PETER
Shariva Dimm
Ashion Dimm
Susan Currie
Liane Barry
Gerard Feridon
LUKE MAULHAN



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NAME ADDRESS

Emily Cooling

JONNA SCOTTO

Scott

Boe-Elle Jackson

Lily Turner

Kate Ronchi

Danna Boulton

Rob Lindsay

Sean Armstrong

Susan McCallum

MATT HANZ

DAVE ANSTEE

Bez Anstee

ROO CONTRA

Karen Shell

I Shell

A Lawrence

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NAME ADDRESS

MIRIAM THYNNE

LUCY THYNNE

SHARON SHORT

Julie Molden

Lisa McMahon

Megan Raine

Kim Kuch

Elly Kuch

Geo Allman

mikaela Orchard

Matthew Orchard

Joanne Garfi

Elani Schmidt

RHYS COUSINS

GREG SCHMIDT

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NAME ADDRESS

Michael Cummins

Siobhan Hassan

Isaac Love

MAT FOSTER

Charlie Morrison

KATE FOSTER

Candice Morris

Neil Morris

Lisa Centon

Jo Foster

Helen Stephenson

Brenda Galea

Michelle Galea

Shaun Duncan

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#celebrate-seaspray #build-us-a-walking-track #link-our-communities

NAME ADDRESS

Dale Pomer

PAUL HARRISON

JOY HALEY

Olga Potter

ANNE O'DWYER

ANTONIO SCOTTO DI PERTA

Angus King

Pete Jeff

Kate Jeff

Kay Bedggood

~~B Bedggood~~

Heidi Bedggood

Emily McDonald

Sarah Bedggood

Ryan Hurst

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#celebrates seaspray #buildusawalkingtrack #linkourcommunities

NAME ADDRESS

NOELINE ANDREW

Garniel Mac Manus

Bronda Keady

Jonathan Rayson-Hill

Madeline Rayson-Hill

Melissa Bailey

PAULINE BAILEY

GAIL SCHMIDTKE

Willi Schiath

Jo Francis

Doreen FRANCIS

Gregory Francis

Pat Foster.

Sam Murphy

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NAME ADDRESS

JUDI KUMAS

RICHARD KUMAS

Tae Balfour

Nic Balfour

Rebecca Grattan

Kris Grattan

Maelix Grattan

Milla Grattan

FAY WHITE

Marie Centra

Nick Centra

Sue Centra

M Centra

Tony Centra

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NAME ADDRESS

Tony McConnell

SUE MCCONNELL

Alison McConnell

SAM STARES

SORALI MCCONNELL

Ivor Peter Rowland

Olivia hug

Karen Brown

Sonya Stephenson

Leonie Archibald

Sue Sunset

Tom Dunnett

Jan Kewley

Phil Kewley

Mikel Digby-smith

PETITION FOR A WALKING TRACK BETWEEN SEASPRAY AND THE HONEYSUCKLES

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NAME ADDRESS

PAUL OSWALD

Katrina Birdsey

Jane Capraro

Rick Birdsey

Susan Currie

Glen Bolton

Niz Robbins

KEVIN MINDAGE

VERONICA MINDAGE

CRAIG TRENOR

Marinda Boles

Hanneli van Deventer

GERHARD VAN DEVENTER

Elizabeth Maguire

WILLIAM WOOD

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NAME ADDRESS

TRISTAN SIBSON

CARISSA POLLARD

MATT POLLARD

Peter Johnson

Craig Gibson

Chloe Backman

Helen Carr

Phil Carr

Matt White

Sarah Anderson

Phoebe Godden

Nick Collier

Madeline Collier

Zara Collier

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NAME ADDRESS

BARBARA WOODHOUSE

ROBERT WOODHOUSE

PETER WOODHOUSE

JANA WOODHOUSE

TRAVIS HUGHES

Camille HUGHES
Hughes

Olyvia J

Lila Hughes

Sharon Fisher

Branna Dennett

Christine Jackson

David Dawson

Louise Lee

Amy Richards

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NAME ADDRESS

MATIILDE GRASSO

Kristy-lee Watt

F. EGGLEY

SAUND GRAY

Rickylee Owen

Damien. Batten

TAYLA VAN OMMEN

Sarah Beaman

Jake-lee Haines

JULIAN BROWNING

Sarah Horner

Sue Shield

Carly Thomson *oth*

Frasz Tait

AN FYREN

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NAME ADDRESS

Elizabeth Madden	[Redacted]	[Signature]
Megan Ricci	[Redacted]	[Signature]
Damian Coad	[Redacted]	[Signature]
Clint Higgins	[Redacted]	[Signature]
SHAARON & Tim	[Redacted]	[Signature]
Karen Harmor	[Redacted]	[Signature]
TERRY O SHANNASSY	[Redacted]	[Signature]
Kerri DABBY	[Redacted]	[Signature]
Jenny Edgley	[Redacted]	[Signature]
SHANE COX	[Redacted]	[Signature]
Sophie Cox	[Redacted]	[Signature]
MAX McLAY	[Redacted]	[Signature]
TIM RAGLAND	[Redacted]	[Signature]

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NAME ADDRESS

Gabrielle Coffin

JULIA GRAHAM

Tahnee Morris

Ion Morris

LIZ MORRIS
ALLISTER MORRIS

Ben Butcher

Kayleen Davidson

Nyah Wilson

Helen Watt

DANNEN WATT

DANNY RIZZO

KAREN RIZZO

Chris Gray
James Gray

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NAME ADDRESS

Cary Napier

Michael Biese

Jessica Payne

STEPHEN O'REGAN

ANDREW NAPIER

Kivi Allen

Jake Greaves

BOULANGER Damien

Kluge Janine

JULIE KINGSE

Catherine Wilkinson

Jessica Jackson

Alyssa Currie

Abi Allman

Sophie Allman

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NAME ADDRESS

Nathan McStay

Karen McStay

BRAD SHORN

Kovides Dingli

Joe Dingli

Chris Moschitz

Emily Moschitz

Luke Dingli

Jessica Dingli

IAN JOHNS

Nathan Keating

LINDA Y PIGGS

FIONA DAVIS

SON DE LAINE

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Emily Temple

Natalie Hand

Laurie Hand

PAMELA BEGGS

Oscar Moreton

Amity Bell

Angela Lawson

Stephen Salisbury

Kirsty Salisbury

Caro Hayes

Roy Davey

Jessica Graham

Rachael Parkinson

MARK STEWART

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NAME ADDRESS

NARELLE ALEXANDER

Leanne Castle.

Hannah Bowen

Kendra Bowen

LUCAS VAN DOESLAAR

CHRIS PALER

ALEX VAN DOESLAAR

DAMIAN Lamb

CHRIS ANDERSON

BILL WHITFORD

David Cormack

Nathan Whitford

Taylor Stephenso

Merrilynne Centra

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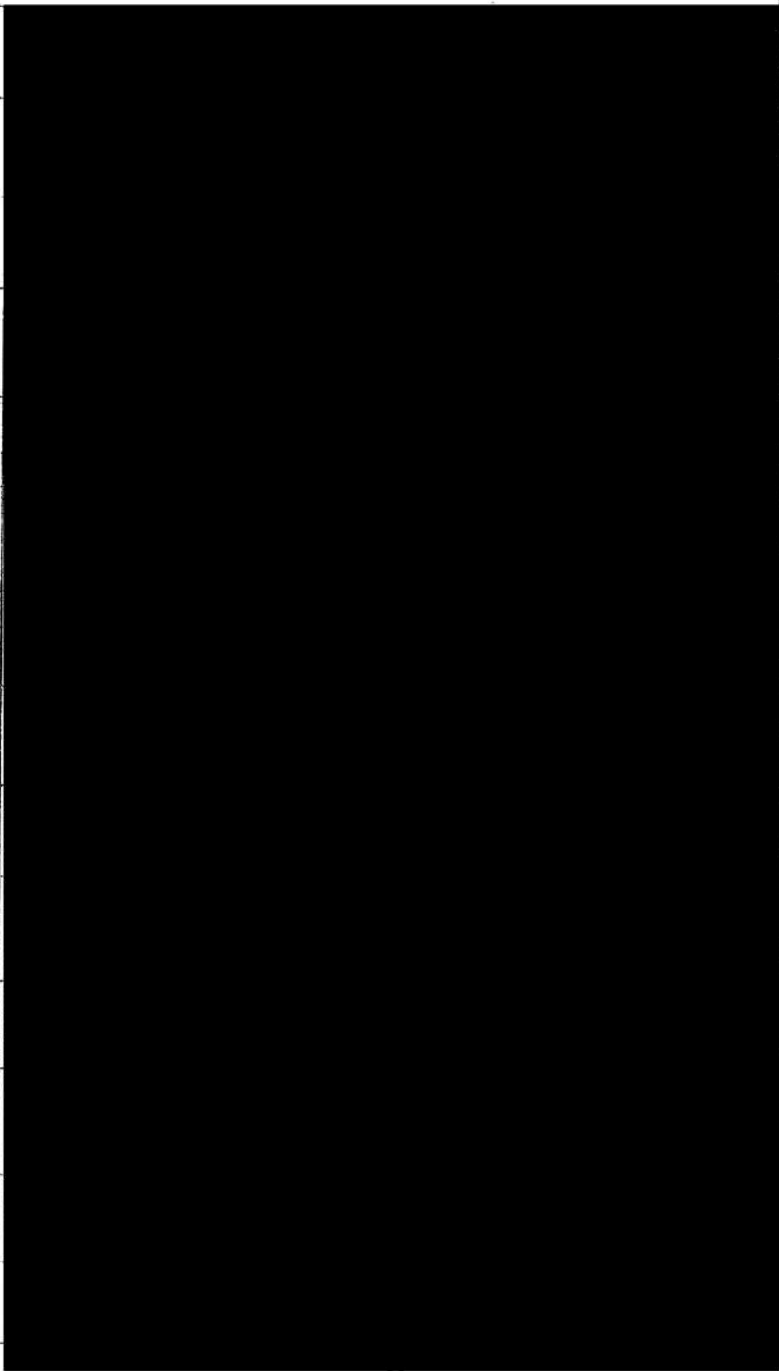
Matt Gra	
[REDACTED]	
CHRIS REARD	
[REDACTED]	
SARAH GRAY	
[REDACTED]	
Lou REGAN	
[REDACTED]	
ELAINE AURISH	[REDACTED]
GORDON AURISH	
Jayne Purvis	
ROD PURVIS	
BARRY CLEMENT	
Tracey Clement	
Anne Carter	
Can Carter	
Tania Day	
Sarah Patterson	
TOM RAEBLIN	
Brin Word	

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NAME ADDRESS

Helen van Hee's	
Paul Van Hee's	
Danielle Neston	
Tony Neston	
Bronnyn Bathy	
Kylie Needham	
bridgette Hourigan	
Travis Hourigan	
Kate Shaw	
Dave shaw	
Anne Lindsey	
Peter Lindsey	
Samantha Lindsey	
Katrina Lindsey	



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NAME ADDRESS

KEITH COVERIDGE ^{Keith} _{Coveridge}

Trang Paterson

Cheri Rome

Indigo Paterson - Rome

Jenny McInnes

Courtney Mraz

Dave Couling

Dan Mraz

Magda Dell

DAVID DELL

BREE NUSU

J. Harle

L. Seymour

L. Kinnus

M. Verrey

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NAME ADDRESS

MICHAEL SLATER [REDACTED]	<i>[Signature]</i>
BEN SLATER	Benslater
Tom Slater	TOMSLATER
BARBARA SLATER	BSLATER
Shane Cox	<i>[Signature]</i>
DANIEL O'CONNELL [REDACTED]	<i>[Signature]</i>
Cameron Taylor [REDACTED]	<i>[Signature]</i>
Candice TAYLOR [REDACTED]	<i>[Signature]</i>
Andrew Norman [REDACTED]	<i>[Signature]</i>
Bree Alexander	[REDACTED]
Aaron Castle	[REDACTED]
Luc Wilson	[REDACTED]
Patricia Thompson	[REDACTED]
ASHLEY THOMPSON	[REDACTED]
KARLA FLEMING	[REDACTED]

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Sharon Fleming

Sarah Collins

Bernadette Kent

Michael Kent

GLENDA SMITH

Maree Teague

Jacinta Pollard

PHILIP BUTLER

Leanne Peck

DAVID GATE

JACKIE GATES

Sharon Alexander

Keisha Mills

Dylan Bayer

Steven Bards

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NAME ADDRESS

Byre Wright

Jann wright

Bernie Greenwood

Ingrid. Hodge

David Colding

Pat Piazza

Ben Takacs

Geordy Nolan

Brendan Nolan

Mark Slater

Kerry Stewart

Amber Hodggett

Steven Koenig

Steven Makey

Daniel KENS

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NAME ADDRESS

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LIZ MAKEY

Tracey Sidwell

David Sidwell

Marianne von Scheven

Suzie St Clair

Daniel St. Clair

Alex von Scheven.

LUKE ONEILL

ANDREW WICKINSON

ANDREW PARKER

BEN DEXTER

Phil Clifford

Pauline Hitchins

Laurie Walsh

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NAME ADDRESS

PETER DYNON

IAN GLOVER Glover

RICK COPE

LIAM PORTER

Gemma Porter

Glennys Ruff

Lyn Wake

David Wake

Stewart Hunt

Bronwyn Hunt

Barbara White

David White

SUSAN SELETTI

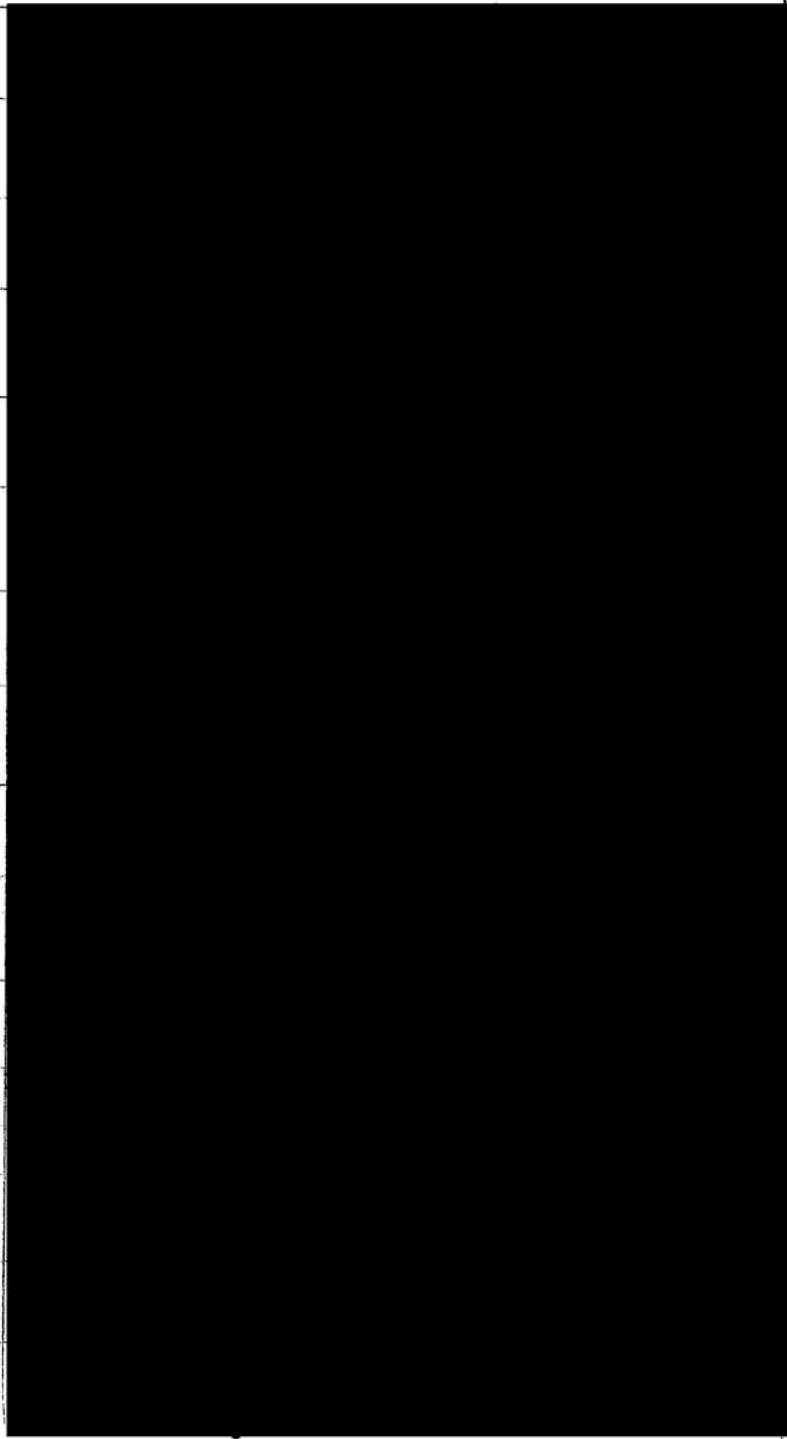
Jim Donald

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NAME ADDRESS

Rebecca Clark
Andrew Clark
DION CARMICHAEL
Carole Jacobs
CARRY W BAKER
FRANK ZERAFIA
JEANETTE WYNJIKES
RITA HMASMA
WALTER KELLER
Caitlin Cunniff
Courtney Quinn
Tom McARDLE
Dean McARDLE
Sharon McARDLE
Rebecca Marek



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NAME ADDRESS

Julie Ward

Shirley Sweeney

Iqbal Hussain

Faisal Hussain

Karim Karim
SMILHAM

D. COLLIER

D. MIRAZ

MARTY JACKSON

Nola Wheeler

JIM WHEELER

DAN WRIGHT

CASEY WRIGHT

Tim Willinger

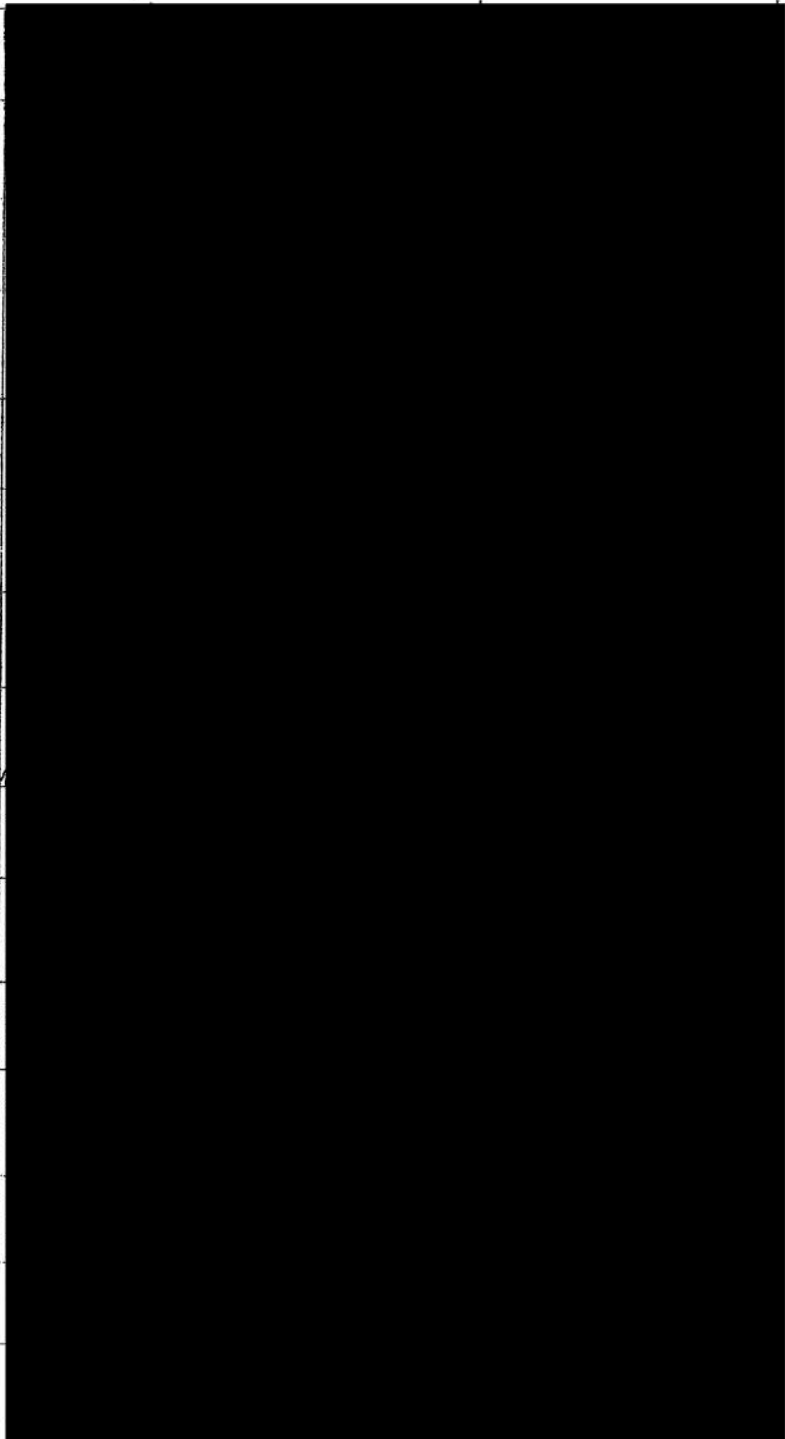
Russell Kimber

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NAME ADDRESS

2	Rob & Sally Everett
7	RAY + BREND WRIGHT
6	Aimee + Adam Jones
7	JUSTIN JONES
8	SARAH JONES
9	Judith Wright Coco, Daisy & George Everett
	Stephen & Ann Maitland Caitlin Anne Voss
	Lachlan Voss
	ELIZA VOSS
	Fernadene Voss
	SALLY + NEIL SMITH
	Kim McWilliam
	KERRI SLATER



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NAME ADDRESS

NAME	ADDRESS
Natalie Westlake Phillip Westlake	N. Westlake
Robert Tucker	
Melanie Sarraghan	
C. Westlake	
Ian Westlake	
CRAIG WESTLAKE	
Donna Shaw	
MRS E SHAW	
Wendy Kelly	
Dorothy Gibson	
Bruce Hawkins	
Peter Garlick	
Noema Garlick	
MAUREEN HAWKINS	

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NAME ADDRESS

Catherine Lambert

Rose Ferguson

Gyll Lambert

osie zilm

Bernie Ferguson

Ryann A

Aileen Whitson

IAN WHITSON

PAUL WHITSON

GEOFF WHITSON

Tamika Darragh

Sue Darragh

NICK LOVEH

Alan Darragh

Sarah Moore

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NAME ADDRESS

Cenevieve Hamilton
CENEVIEVE HAMILTON

John Hamilton
JOHN HAMILTON

F. Hamilton
F. HAMILTON

Inge Ronchi
INGE RONCHI

Mr J Ray
MR J RAY

Tristan Rayson
TRISTAN RAYSON

Maria Brymann
MARIA BRYMANN

D. Rayson
D. RAYSON

Phaedra Gunn
PHAEDRA GUNN

Oscar Gunn
OSCAR GUNN

Bruce Gunn
BRUCE GUNN

Hinda Cufford
HINDA CUFFORD

Mel Hunt
MEL HUNT

Alexandra Richardson
ALEXANDRA RICHARDSON

Jonathan Richardson
JONATHAN RICHARDSON

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NAME ADDRESS

Peter Centra

Lou CENTRA.

Cheryl Gordyn

L Gordyn

W. Cox.

MARGARET CENTRA

Maxine Centra

Amanda Castle

Marion Mackay

Luke Watson

KEESA Watson

Nerida Edmunds

LES EDMONDS

ROSE MAGEE

Kaylene Wheeler

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NAME ADDRESS

NAME	ADDRESS
George Burns	[REDACTED]
John Morgan	[REDACTED]
BILL FRISINA	[REDACTED]
To Richardson	[REDACTED]
Pine tree Ct Seaspray	[REDACTED]
ROM SWITH SEASPRAY	[REDACTED]
She-Elle Tuckson	[REDACTED]
COLIN ANDERSON	[REDACTED]
Shirley Breary	[REDACTED]
CANJI TAIT	[REDACTED]
RACHEL STEFANETTI	[REDACTED]
RUSSELL TAIT	[REDACTED]
ANNA BARBER.	[REDACTED]
ROBERT BARBER	[REDACTED]
JACOB TAIT	[REDACTED]

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NAME ADDRESS

Pat Davey

Geoff Davey

Jodie Tilley

Paris Tilley

Charlotte Tilley

Mat Fleming

Emma Fleming

Glenn Barker, ...

Tom Fleming

Gareth Ward

Robert Foley

Sandy

A. Nadino

Maurice King

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NAME ADDRESS

Danny Pearson *[Signature]*

Gary Garrity *[Signature]*
 Taneal Walker & Family
 Walker

Sally Boot *[Signature]*

Neil Badger *[Signature]*

MATTHEW JONES *[Signature]*

Erin Jones
 erinjones

Paula Jones
 paulajones

Luke Jones *[Signature]*

Roy Pearson *[Signature]*

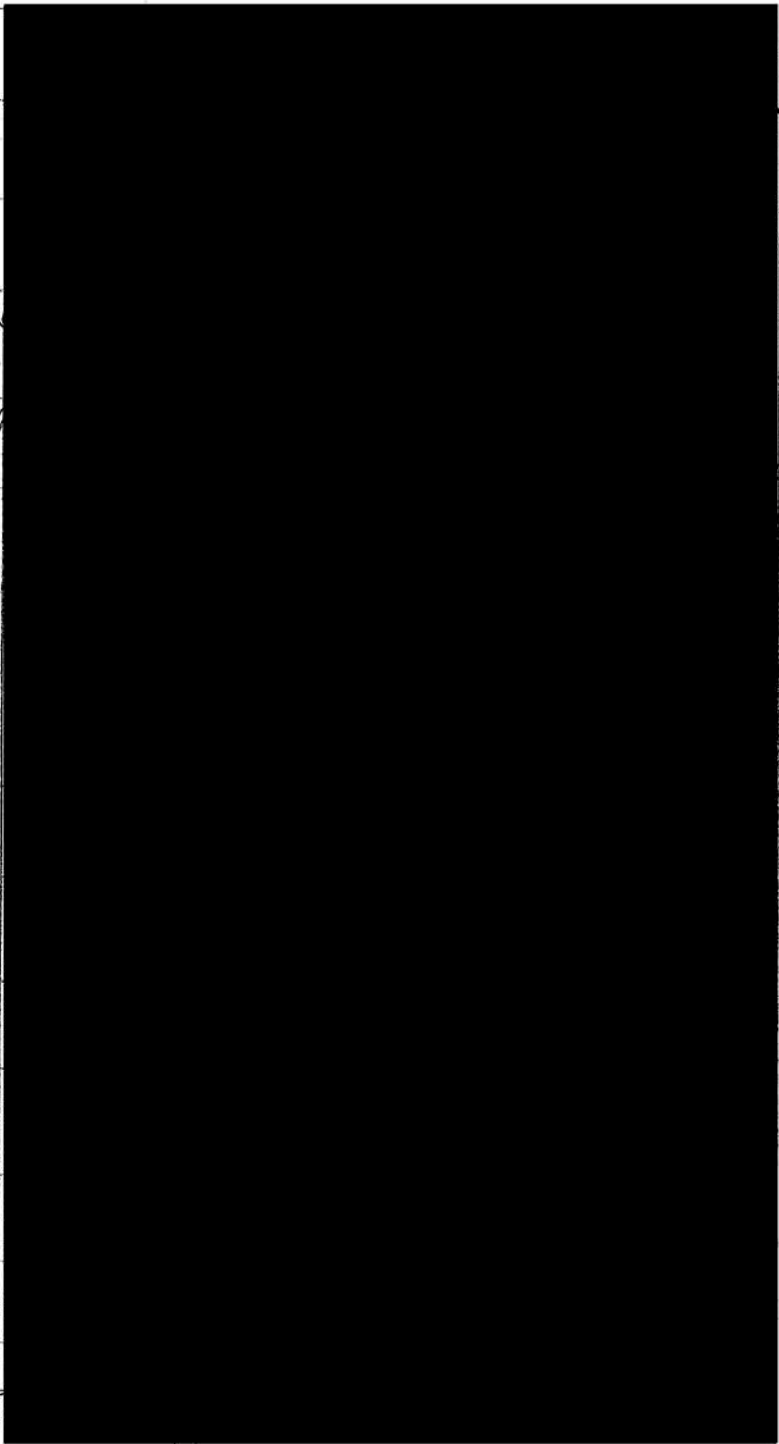
ISABELLA
 TRENSICKY *[Signature]*

Tex Mangan-
 Georgiou *[Signature]*

Shae Jones *[Signature]*

RODNEY PETERSON *[Signature]*

JACK PETERSON *[Signature]*



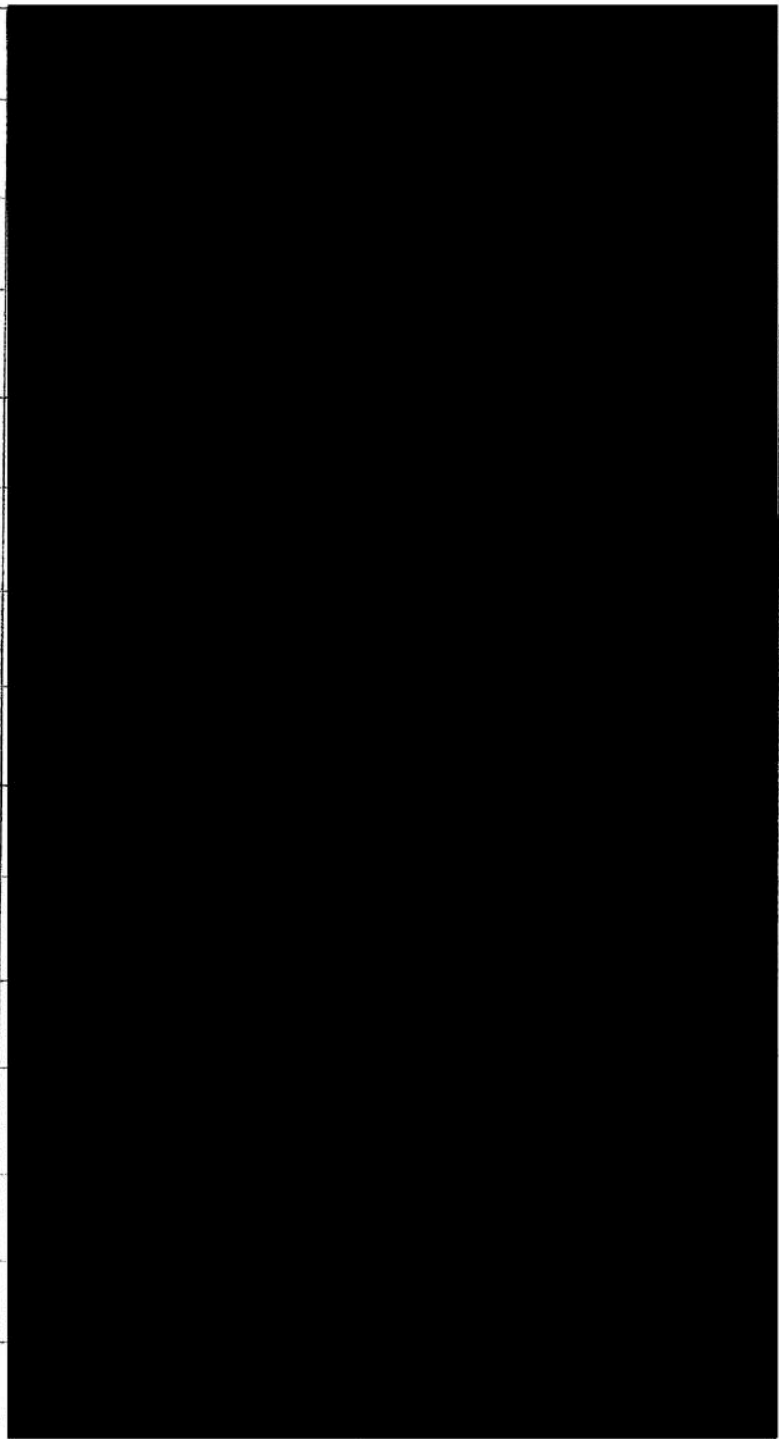
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Keep up to date with our campaign at www.facebook.com/celebrateseaspray
#celebrateseaspray #buildusawalkingtrack #linkourcommunities

NAME ADDRESS

Sophia Macdonald	
Rachel Derrick	
Melinda Williams	
Raewyn Good	
Mere Heaney	
Alida Cappiello	
MAURRIEN HENEBERY	
MARGARET NILOU	
Lori Field	
Jie Van Berdel	
Nicki Miller	
Charmaune Wilson	
Tracey Geard	
Carley Dean	
MATT SHINCKES	



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Olivia Schmidt

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BEN LINDSEY

TRISH MADEIRA

JAY DAVIES

MYLY DAVIES

D. BREMNER

T Bremner

PETER VINCENT

ANNETTE VINCENT

Sonia Vincent

Neil Vincent

LEWIS ALLENMAN

Daniel Teague

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NAME ADDRESS

Hannah Teague

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Andrew Centrod

LOCHIE McKEEVER

Pete Steele

Brooke Bobington

HELEN CRAWFORD

Leanne Peacock

BRAD CRAWFORD

Rob Eustace

GERRY DAVIS

TRACEY O'BRIEN

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CHRISTINE STEWART

Mani Maxfield

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Andrew Stephens

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Jenny Lindsey

Ben Lindsey

KYUAN HAHN

DARRYL DONOHOE

Janine Donohe

DAD KUCH

MAIA KUCH

Lenie Osborn

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Patricia Boyd

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Matthew

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Doug Beattie

Elise Beattie

Cameron Read

Sarah Read

Patrick Ferguson

Antonia DiCarleto

Angus Zilm

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Doug Beattie

Dan Allman

Ga Neeve Caldwell

Geod Caldwell

Greg Caldwell

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MICK WATSON

FR Peter A Bickley

PART Young

Karen Turner

Angela Ronchi

Zane Job

SOPHIE GE PAITSEN

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Kevin Greenwood

Grace Duffield

Trish Greenwood

Josh Duffield

Sam Duffield

TERRY SULLIVAN

DIANE SULLIVAN

John Allman

Que Lalo

LEWIS ALLMAN

Tim Allman

Cath Allman


Joe Allman

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Lynne Glover 

Sheryl McMillan

BARRY JARRED

Wayne Jarred


Dallas Jarred


Kat Jarred

Anabelle Taylor

Will Taylor

Jasmine Taylor

Molly Shelton 

Hayden Glover 

CHERYL COPE

KEN BAILEY

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Betty Harvege

KATHY DOUROS

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Janine Craft

ANDREW MOUNTS *AM*

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Liam Horn

Ollie Horn

Jessica Horn

Pam Smith

Robin Smith

Michele Woolcock

Grant Woolcock

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MARION BELL

MICHAEL BELL

ELLA COULSON

PHILIP BAKER

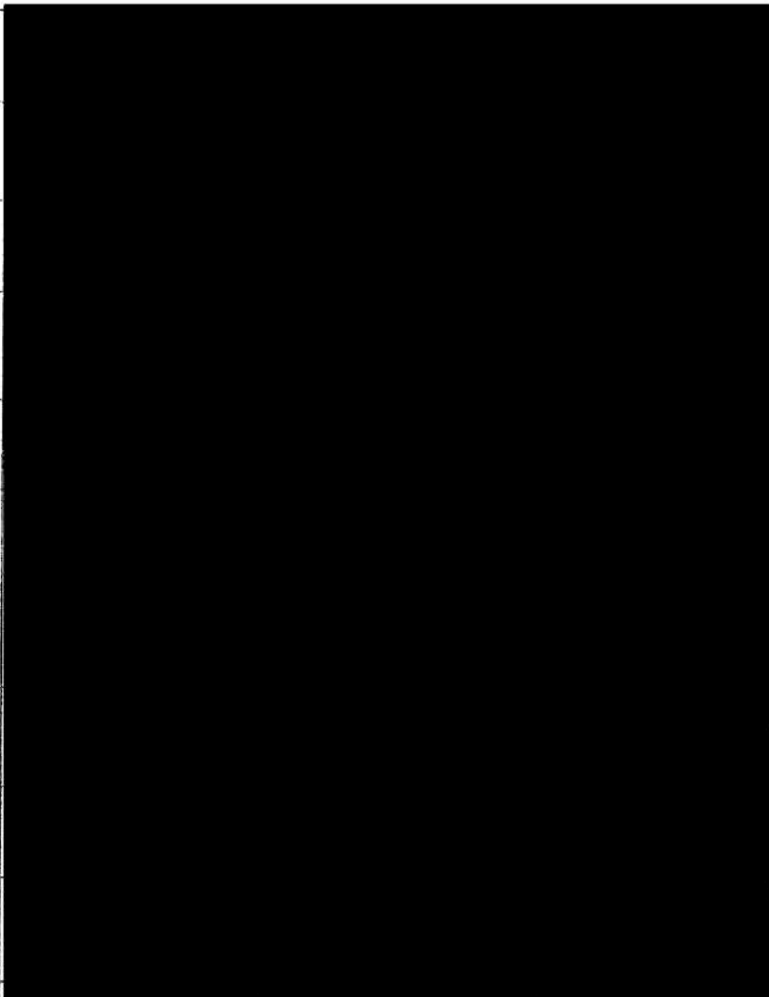
PAUL YORE

DEVON ACKERMANN

BRAD ANDERSON

RODNEY TAYLOR

RICK EGGLEY



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NAME ADDRESS

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Mary Wilson

MICHAEL WHITE

Lauren Madeley

HANDEY SKEWES

MERLYN LORNING

CARLY PALMER

Kaye Shilcock

Jacqui Jones

Simon Canchi

Caroline Canchi

Sameepa Shetty

Sunye Kam

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Bob Skewes

Linda Curtis

Wendy Skewes.

Tania Skewes

JEREMY FLEMING

Kelly Backman

Joshua Charteris

Karen Hillard

Angela Harkin

Sue Harkin

Cathy Lawrence

Anne Jubb

PETER JUBB

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Stuart King

Sally Lanting

Peter Jolly

Paul McSherry

Sarah Tartakover

Robyn Sheppard

SCOTT MURDOCH

ROBERT POLLEY

TONY NANINO

Oscar Rowland

Elizabeth Rowland

Melanie Rowland

Nicole Makepeace

Natasha Sallen

Hayden Rowland

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NAME ADDRESS

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Dawn Natta. dcnw

DOUG MACK

Sarah Kennedy

Courtney Dyer

Jye Welsh

SAM ANSTEE

DAVID CONWAY

Carolyn Young

Maureen Coyne

PATRICK COYNE

LEWIS ALLMAN

Andrea Houlahan

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NAME ADDRESS

Bruce Taylor

Carol Taylor

Graham Taylor

Janet Tillig.

Shelley Taylor

Cameron Day

MARK + DOREEN THORP

DAVID Leggo

MICHAEL RAYMENT

Mal leggo

Heidi + Steve Rayment

Brooke Stewart

Carolyn Dewart.

Nathan Stewart

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NAME ADDRESS

Katie Kerri

Steve Ouchirenko

Lauren Ouchirenko

Jason Kerri

Nicole Kelly

Dan Kelly

Jenny Saunders

Scott Saunders

MIKE & CHRISTINE RAWSON

Wade Kelly

Michelle Meang

Melissa Baker

Bradley Baker

Chelsea Jarred

WAYNE JARRIED

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NAME ADDRESS

Michelle Maggiane

Christopher Lobo
Straw Anderson

CHRISTOPHER LOBO

CHRISTOPHER LOBO

NATHAN KING

Danielle King

Shona Anderson

Dianne Stalme

Sienna Sullivan

JOHN CUMMINS

KEVIN YOUNG

Liz Cummins

Florenda Cummins

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NAME ADDRESS

Julie Crawford.

Ronald Ellis

Jacinta Crawford.

Wayne Stewart

Ken Stewart

Jasper Peto

Leonie Newton

David Newton

Bar Maeling

Louise Hird

Brendan Nolan

Kerry Anderson

Frank Zeraka.

Tranette Wynhies

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[REDACTED]
Beth Benson

DAVE MADDEN

Clare Howson

John Howson

ella Howson

Mananna Howson

Stephanie Howson

Beth Madden

Sam Madden

Tom Madden

IAN TURNBULL

Sophie Jackson

luke Worscha

Jessica Jackson

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NAME ADDRESS

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Fiona McAuliffe

Daniel Parker - Esteppey

Maureen McLeod

COLIN IRVING

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Sue-ellen Jackson

Hayden Jackson

Atch Brown

Nicole Conway

LEIGH MARIOTT

Sarah Marriott

Abby Marriott

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Paul Riseley

Travis Riseley

~~Michael Bell~~

Marion Bell

Rupelle Green 

Birgit Sarsfield

Chris Sarsfield

Julie Johnston

Mark Johnston

JAMES GUTHRIE

KLEE GUTHRIE

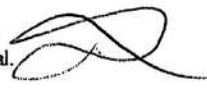
Michael Doward

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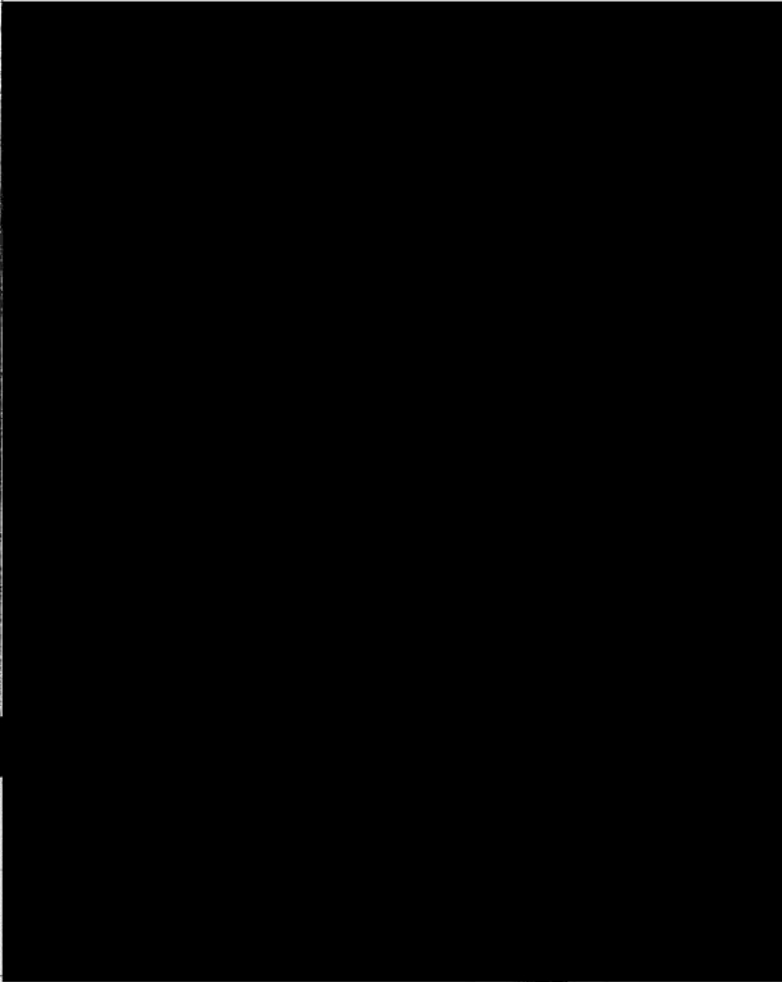


LYN WHITE	[Redacted]	<i>Lyn White</i>
Joanne Ford	[Redacted]	<i>Joanne Ford</i>
REBEKAH RAVEN	[Redacted]	[Redacted]
CHRISTINE RAVEN	[Redacted]	[Redacted]
PETER DECAUTO	[Redacted]	[Redacted]
MELISSA FORSTER	[Redacted]	[Redacted]
Karen DeCauto	[Redacted]	[Redacted]
DARYL VAN KRIEKEN	[Redacted]	[Redacted]
NICOLE VAN KRIEKEN	[Redacted]	[Redacted]
JAMES BURGENTON	[Redacted]	[Redacted]
STEWART MCMOSH	[Redacted]	[Redacted]
Christie Mcintosh	[Redacted]	[Redacted]
Katerina Marques	[Redacted]	[Redacted]
ROCCO SURACE	[Redacted]	[Redacted]
Tania Carnibba	[Redacted]	[Redacted]

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NAME ADDRESS

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CAITLIN CUMMIN	
WENDELL RAVEN	
Kaye Shilcock	
RICHARD FORSTER	
NIGEL FIGUEIRADO	
LAUREN FIGUEIRADO	
FRANK CARUBBA	
KEVIN HUGHES	
AUDRA O'BRIEN	
PAT Hughes	
KEITH HUGHES	
Sheridan O'Brien	
Meg O'Brien	

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Andrew Carbone

Jack Huckstadt

KEN WEEFNER

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Candice TAYLOR

Kathryn Blackman

Scott TAYLOR

STEPHANIE O'CONNELL

Brent Magee

Katherine Bastin

Irene Bastin

Paul Bastin

ROSE MAGEE

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Dwayne Hawken

Rosemary Concrette

Matt Accaro

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Pamela Craig

Tracey Reed

William Reed

Janood Houbstone

Dawn Spurling

DANIEL BALDWIN

Josh Apap

Joy HALLEY



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:

17 MARCH 2020

RECOMMENDATION*That the Mayor and Councillor Activity report be noted.***8 February – 6 March 2020**

8 February	Sale RSL Dedication Ceremony, Sale	Mayor Hall attended
	Apex Park Community Day, Stratford	Cr McCubbin and Cr Ripper attended
9 February	Fulham Pound's Open Day & Official Opening	Mayor Hall attended
11 February	Heyfield and District Traders Meeting, Heyfield	Cr Hole attended
12 February	Sustainability Victoria, Climate Risk for Local Government, Webinar	Cr Crossley, Cr Maher and Cr Stephens attended
14 February	Art Aid Gippsland Launch	Mayor Hall attended
19 February	"Playing the Climate Game" Energy Congress Discussion, Webinar	Cr McCubbin attended
20 February	Gippsland Community Leadership Program Launch, Lakes Entrance	Cr McCubbin attended
	Tarra Territory Tourism meeting, Yarram	Cr Maher and Cr Stephens attended
21 February	Gippsland Shine Bright Cocktail Night, Sale	Mayor Hall attended
23 February	Stratford Scout Hall Opening, Stratford	Mayor Hall and Cr Ripper attended
24 February	Rainbow Creek Thomas River Community meeting, Cowwarr	Cr Crossley attended
25 February	ASH Timber visit, Heyfield	CEO and Cr Hole attended
	Rotary Talk, Greyhound Club, Sale	Cr Bye attended
26 February	Local Government Mayoral Advisory Panel Meeting, Melbourne	Mayor Hall attended

	Wellington Schools Equestrian Events, Maffra	Cr Hole attended
	Meet and Greet Steamers Run Support, Sale	Cr Maher attended
27 February	Dave Rebbechi Funeral, Sale	Cr Hole attended
28 February	GLGN Planning Meeting, Bairnsdale	CEO and Mayor Hall attended
28 February	VLGA: FastTrack 2020 "The Final Countdown", Melbourne	Cr Maher attended
1 March	Maffra Teams Triathlon Presentations	Mayor Hall attended
2 March	Official Opening of the Garden for Life Project, Sale	Mayor Hall and Cr Bye attended
4 March	Smart Futures Series Planning, Webinar	Cr McCubbin attended

**COUNCILLOR ALAN HALL
MAYOR**

A12 YOUTH COUNCIL REPORT

ITEM A12(1)**YOUTH COUNCIL REPORT**

OFFICER:

YOUTH MAYOR, IVAN REYES

DATE:

17 MARCH 2020

RECOMMENDATION***That Council receive the Youth Mayor's Quarterly report.***

Good evening councillors.

Just before Youth Councillors took a long Christmas/New Year break in December, we met with one of the two organisations who were eligible to tender for the Sale Headspace contract. This was a really interesting consultation in which we were able to discuss things like location, times, group activities, partnerships and more. We are still waiting to hear the outcome of the tendering process but should know any day. The new youth mental health outreach service is still on target to open in July.

Youth Council meetings started back in late January with a full agenda. There has been a short timeframe between the end of the 2019 Wellington Youth Art Prize to the opening of the 2020 Art Prize as we have changed the time of year for the Youth Art Prize. This short time frame, the Christmas break, a long and tiring fire season or something else may have contributed to low numbers entered into this year's Wellington Youth Art Prize. The quality of works entered though is fabulous and we are working with the Gippsland Art Gallery to make sure that we can show off these works in a great exhibition.

The second Wellington Youth Awards had a bit of a soft opening in February and we will now be ramping up the promotions. We are excited about this opportunity to celebrate the varied contributions young people are making to our communities. We want everyone to have a look at the nine categories and to nominate any outstanding young people they know and we are hoping that councillors can assist with encouraging nominations.

We've been out to schools talking about Youth Council, 'Propellor' (our drug, smoke and alcohol free events group), OPAL ('Out Loud and Proud' LGBTIQ+ youth group) and youth events, like The Amazing Race Maffra that we ran for Parks Week, and involvement in Clean Up Australia Day. We also let students know they'd be seeing more of us this year as we will be working with them to get the information we need to choose topics for the Youth Summit in July. Youth Councillors have been busy planning and making every idea possible to engage and encourage the youth to get involved.

OPAL, the LGBTIQ+ youth group has started up again, and we will be working with them to put on an OPAL Social during Youth Week in April for which we received a Youth Week grant. We are working with 'Propellor' to run some additional activities around the Skate League event in Sale in March.

Amongst these things we have taken time to discuss and make a response to a couple of wider issues which we are concerned about, the Religious Freedoms Bill and voluntary voting for youth in Council elections.

The second draft of the Religious Freedoms Bill we believe still has capacity to discriminate against many in its current form. We wrote to Darren Chester about our concerns and have opened discussions with our youth peers.

We have also discussed and support the lead being taken by the Youth Affairs Council of Victoria to allow a voluntary vote for youth aged 16 and 17 in local Council elections. We believe that if young people are able to vote in local elections they will be more engaged as citizens and take more of an interest in what is happening around them, if they have a voice that is heard. Youth that aren't interested, we believe, won't vote! We appreciated discussing this at our meeting with Mayor Hall and hope councillors will also discuss this issue and support our letter to Member for Eastern Victoria, Jane Garrett.

Thank you again for your ongoing support.

**IVAN REYES
YOUTH MAYOR**



B –REPORT

DELEGATES



C1 - REPORT

CHIEF EXECUTIVE OFFICER

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

OFFICER: CHIEF EXECUTIVE OFFICER

DATE: 17 MARCH 2020

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

- 17 February Met with Aerium consulting, along with representatives from Regional Development Victoria, to discuss the development of the Gippsland Regional Plan (GRP) update. The GRP is a document that is endorsed by all key Gippsland representative organisations, including Regional partnerships, Regional Development Australia, Committee for Gippsland, Destination Gippsland, Food and Fibre Gippsland, and of course the six Gippsland Councils.
- 19 – 20 February Attended the Local Government Professionals (LGPro) Annual Conference, Melbourne
- 21 February Attended a Gippsland Regional Partnership meeting, Lakes Entrance. Key conversations were around economic recovery for the broader Gippsland region, with estimates for regional economic loss (excluding factors like wages) around \$180 million.
- 24 February Joined in a Gippsland Local Government Network (GLGN) CEO discussion, via teleconference, the key topic of discussion being increased advocacy by GLGN to both state and federal governments.
- 28 February With Mayor Hall, attended the Gippsland Local Government Network (GLGN) Planning meeting, Bairnsdale.
- 2 March Met with John Leslie Foundation representatives to discuss a proposed upgrade of Stephenson's Park.
- Attended the official opening of the Garden for Life Project, Sale. In attendance and opening the new facility was Mayor Hall, also in attendance were Cr Rossetti and Cr Bye.
- 5 March Attended a Committee for Wellington's general meeting, Sale.
- 6 March Met with Rotary Club of Sale representative, Mr. Philip Davis.
- 10 March Conducted a Councillor Community Conversation tour of the Dargo region alongside Mayor Hall, Cr Hole, Cr Stephens, Cr Crossley and Cr Ripper.
- 11 March Hosted a Special Citizenship Ceremony, Sale alongside Mayor Hall.
- 12 March Attended a Joint Municipal Association of Victoria and LGPro CEO Forum, Melbourne.
- 13 March Attending Rural Councils Victoria Committee meeting, Melbourne.

ITEM C1.2**FEBRUARY 2020 PERFORMANCE REPORT**

DIVISION: CHIEF EXECUTIVE OFFICE
 ACTION OFFICER: CHIEF EXECUTIVE OFFICER
 DATE: 17 MARCH 2020

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

OBJECTIVE

For Council to receive and note the February 2020 Council Performance Report.

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

That Council receive and note the February 2020 Council Performance Report as attached.

BACKGROUND

The February 2020 Council Performance Report comprises key highlights towards achievement of the 2017-21 Council Plan, progress in relation to Major Initiatives and Initiatives as identified in the 2019/20 Budget together with an overview of Council finances including an Income Statement, a Balance Sheet with commentary regarding any major variances, information on cash balances, the level of rates outstanding and a progress update on Council's Capital Works program.

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

OPTIONS

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

1. Receive and note the February 2020 Council Performance Report; or
2. Not receive and note the February 2020 Council Performance Report and seek further information for consideration at a later Council meeting, which would result in Council not meeting legislative requirements.

PROPOSAL

That Council receive and note the attached February 2020 Council Performance Report.

CONFLICT OF INTEREST

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

FINANCIAL IMPACT

The attached financial report provides information that informs Council on its financial operations and the expected financial position for the 2019/20 year.

COMMUNICATION IMPACT

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

LEGISLATIVE IMPACT

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

COUNCIL POLICY IMPACT

The February 2020 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"

FEBRUARY 2020 PERFORMANCE REPORT

FEBRUARY 2020 COUNCIL PLAN HIGHLIGHTS

'Starting your Business' workshop

Council staff facilitated the 'Starting your Business' workshop on 26 February 2020 with ten in attendance. Workshop presenter was from Small Business Victoria.

West Sale Airport

Sale of Lot 21 Williams Drive was approved by the Council and progressing through subdivision stage. Lease to Purchase documents are currently being drafted by Council solicitor.

Global Table

Global Table has been confirmed to be held 8-9 September 2020 at Melbourne Convention Centre. The Gippsland stand will promote Wellington and Gippsland food and fibre businesses currently exporting.

2020 Agribusiness Awards Program

The 2020 Awards program is progressing well with 6 additional categories confirmed with new sponsors. The Awards will launch 16 March 2020 with a virtual launch week with sponsor videos. Entries to open from Friday 20 March 2020.

Maffra Structure Plan

Background work on the Maffra Structure Plan project is underway to inform a plan that will guide the future growth of the township. Community consultation will be undertaken as a critical input to guide the Structure Plan project.

Heyfield Town Tree Plan

Heyfield Town Tree Plan is currently being reviewed with the view to make alterations to ensure biodiversity. Consultation to commence in Aug-Sep 2020 with ratepayers in the north of the township.

Heyfield Youth Play Precinct

Application for funding through Regional Sports Victoria (RSV) was developed. Community are providing great assistance with sourcing letters of support for the project from a wide range of groups and individuals.

Sale Botanic Gardens Management Plan

Review is well underway with a draft being prepared. A meeting was held with the Friends of Sale Botanic Gardens and key Council staff in February. Review of the draft to be undertaken April 2020.

Significant Tree Register

Preparation of this document is well underway with determining list of trees and what information to be collected. A Council workshop is set for April to explore level of engagement from the community. Delivery of the plan is expected in 2021/22 once the work on the overarching Greening Strategy is completed.

Sustainability updates

Draft Sustainability Strategy drop in sessions are complete with feedback receiving from website survey.

Internal audit of Waste Management review is also complete. This was done by independent consultant with recommendations are of medium and low priority.

Road condition inspections

Biennial road condition inspection of Council's entire road network was completed with roads segments below intervention levels to be identified.

Roads to Recovery program

The first Asphalt program and the gravel resheeting works under Roads to Recovery funding is nearly completed. At the start of February, the second Asphalt contract for additional Roads to Recovery funding was awarded and works are now well advanced.

Parks receive maintenance before events

A significant effort was put by the parks crew to ensure all parks and reserves receive ad-hoc maintenance prior to events booked via events booking process. This is of great benefit to the community and shows how Council can be responsive and in-tune with community needs.

New Gallery exhibitions

In February the Gallery launched four new exhibitions with a huge opening night on Friday 14 February 2020, including the Gippsland bushfire fundraiser 'Art Aid'. Since the launch attendances at the Gallery have been very high (averaging 107 visitors per day) and the Gallery has attracted a great deal of media attention.

Other activities from Gallery

On 1 February 2020 the Gallery hosted a book signing event with Annemieke Mein OAM. Other activities held in February included: an artist talk with Simon Deere; the 'Love Where You Live' (Sale Traders Assoc.) exhibition launch on Level 2; two teacher professional development sessions; life drawing classes; and the recommencement of the Art & Elders program.

Yarram exhibition shed

Yarram Agricultural Society and Yarram Adult Riders are co-delivering a new exhibition shed. Council undertook significant negotiation with both groups to allow the Agricultural society's project to be delayed and the Adult Riders to seek further Latrobe Valley Authority funding to put in place a mixed-use space which will serve the reserve users more broadly.

Stratford Courthouse Theatre

A user groups committee was established for Stratford Courthouse Theatre, ahead of formal incorporation to enable them to take carriage of Council 'seed' funding to commence operations as a community managed theatre. Funding is conditional upon final business model and various formal processes being in place.

Quick Response Grants

11 Quick Response Grants awarded in February totaling \$17,756 in funding.

Infrastructure Plans

Sporting Infrastructure Plan is underway with the consultant now also commencing development of the 'Facility Management Plan' templates.

Community Infrastructure Plan is underway with community facility mapping complete and community listening post sessions scheduled for March and April.

Communicating with people who have communication difficulties

In collaboration with Scope Victoria, Council developed a training package entitled "Communicating with people who have communication difficulties". The e-learning course is designed to assist staff working in Emergency Relief Centres, as well as public facing staff in general, by giving them skills and guides on communicating with members of the public who have varied communication needs. This course is now available to Council staff and external partner agencies who work in the emergency relief and recovery space.

Pandemic preparation

As at end of February, discussions were held between Environment Health Officers and Municipal Emergency Management Planning Committee regarding moving into preparation stage of the Municipal Influenza Pandemic Plan and reviewing the plan in light of specific COVID-19 threat.

Aqua Energy works complete

February saw the much-anticipated completion of works and the resulting re-opening of the indoor 25 metre pool at Aqua Energy. This followed the total closure of the pool to enable full removal of the previous asbestos cement ceiling, asbestos decontamination, installation of a new ceiling, floor and pool tile repair works, structural column assessment and rectification, industrial cleaning and painting of the pool hall.

High Learn to Swim numbers

Despite the Aqua Energy closure, the number of students now enrolled in Learn to Swim classes at Aqua Energy is at an all-time high at 910 students.

Seasonal activities back at AE

Group fitness program activity has fully resumed at Aqua Energy and school activity in the Sale outdoor pool has seen the welcome seasonal return of time trials and swim carnivals.

Sale Amateur Basketball Association Tournament

Gippsland Regional Sporting Complex hosted the annual Sale Amateur Basketball Association Tournament on 22 & 23 February 2020. Enrolments for this included 129 teams, over 1,100 players and resulted in more than 5,000 visits over the weekend.

Library Lovers' Day

Library Lovers' Day was celebrated at Wellington Shire library branches with posters, bookmarks, wrapped 'present' books, displays, patron book recommendations, chocolates and a downtown walk of Sale by staff in a promotional 'heart' costume.

"Bohemian Rhapsody"

On Saturday 29 February 2020 Adam Thompson played to 256 people with his concert "Bohemian Rhapsody". The concert was received very well with audience members on their feet numerous times throughout the night.

Vale Brendan Peters

The Wedge acknowledges the passing of Brendan Peters on 3 February 2020. Brendan was responsible for the technical side of The Wedge operation for almost fifteen years and both his technical knowledge of the operation and his personal good-spirited nature has left a huge hole in the Wedge operation.

Placemaking workshop

Council facilitated the delivery of exciting training workshops including an excellent gathering of 22 community members for the last Placemaking workshop on Sunday 23 February 2020 and a Marketing with Social Media on Wednesday 25 February 2020. More community training sessions will be held in April.

Community Collaborations

The first meeting of the cross-council committee to review applications for the Community Collaborations was held with committee members becoming familiar with the program and assessment processes.

Wellington Multicultural Issues Network

The second Wellington Multicultural Issues Network was held, chaired by Latrobe Community Health Service Strategic Engagement Coordinator, Farhat Firdous.

Application with SENVIC

A Gippsland Consortium application to be a local lead with Social Enterprise Network Victoria (SENVIC) was successful with Wellington Shire Council was being elected as secretariat and holder of funds.

Youth activities

The second Wellington Youth Awards has been soft launched, with promotion to beef up in March. The Youth Parliament team has met and is awaiting approval for their debate topic. OPAL (LGBTIQ+ youth group) has begun operating for 2020.

Capital Projects Updates

- Cameron Sporting Complex Stadium Redevelopment project: Insulated wall panels are currently being installed for the new courts, changerooms and storerooms. Construction of the wall extension for the gymnastics area, access ramp, fire pump house and tank has commenced.
- Sale Tennis Club Redevelopment project: Construction of courts 7-9 is complete and Courts 3-4 scheduled for completion early March. The remaining courts reconstruction will commence after tennis event in May.
- Stratford Recreation Reserve Changeroom Redevelopment project: Construction tender is advertised, closing on 1 April.
- Stephenson Park Changeroom Redevelopment project: Consultation being finalised with clubs regarding alterations to social space provision.
- Pine Lodge Tennis Courts Reconstruction project: Works have commenced onsite and is progressing on time against the schedule.
- Sale Oval Facility Works: Design and documentation tender is currently under assessment.
- Road reseal program is now complete.
- Concrete works are continuing and Balloong, Bruce Street and Lanes Roads are nearing completion.
- Some works have been initially delayed due to bushfires in East Gippsland. Contractors from East Gippsland are now beginning to return to work in Wellington Shire.

FEBRUARY 2020

FINANCE SUMMARY

INCORPORATED IN PERFORMANCE REPORT

OPERATING RESULT
For the period ending 29 February 2020

	YEAR TO DATE			FULL YEAR 2019-20		
	Actual	Adopted Budget	Variance	Forecast *	Adopted Budget	Variance
	\$000's	\$000's	\$000's	\$000's	\$000's	\$000's
Income						
Rates and charges	63,193	62,736	457	63,259	62,847	412
Statutory fees & fines	565	675	(110)	796	882	(86)
User fees	4,397	4,245	152	7,494	7,387	107
Grants - operating	8,991	11,681	(2,690)	12,981	16,042	(3,061)
Contributions - monetary	133	129	4	392	191	201
Other income	1,848	2,012	(164)	2,115	2,611	(496)
Total Income	79,127	81,478	(2,351)	87,037	89,960	(2,923)
Expenditure						
Employee costs	17,673	18,307	634	27,920	27,766	(154)
Contractors, materials and services	18,939	20,864	1,925	34,003	35,856	1,853
Bad and doubtful debts	-	-	-	90	92	2
Depreciation and amortisation	14,368	13,939	(429)	24,129	24,776	647
Borrowing costs	187	188	1	243	243	-
Other expenses	3,249	456	(2,793)	4,410	734	(3,676)
Total Expenditure	54,416	53,754	(662)	90,795	89,467	(1,328)
OPERATING RESULT	24,711	27,724	(3,013)	(3,758)	493	(4,251)
Grants - capital recurrent	161	550	(389)	4,485	2,150	2,335
Grants - capital non recurrent	356	2,796	(2,440)	6,407	5,994	413
Contributions - monetary - capital	187	680	(493)	1,001	1,358	(357)
Contributions - non monetary	424	-	424	424	-	424
Recognition of assets	397	-	397	397	-	397
Assets written off	(256)	-	(256)	(256)	-	(256)
Derecognition of assets	(15)	-	(15)	(15)	-	(15)
Net gain/loss on disposal of property, infrastructure, plant & equipment	95	(35)	130	(572)	(906)	334
Other Income - capital	38	70	(32)	380	341	39
Surplus/(Deficit)	26,098	31,785	(5,687)	8,493	9,430	(937)

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

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

Operating Income

- **\$0.46 million** Additional supplementary rates of \$361k raised since 2019/20 budget adoption and additional interest on outstanding rates and charges of \$96k.
- **(\$0.11 million)** Lower than expected issuing of local laws and fire infringement notices (\$143k), offset by \$34k greater income from certificates, permits and planning fees.
- **\$0.15 million** Waste management services income is above budget due to increased volume of waste processed through landfills. Income received from registrations, other permits and one-off reimbursements is higher than anticipated. User fees raised from the Wellington Centre and leisure centres is higher than anticipated, offset by lower user fees from Gippsland Regional Livestock Exchange and The Wedge.
- **(\$2.69 million)** Operating grant variance primarily relates to the receipt of 50% of the budgeted Victoria Grant Commission allocation for 19/20 in the prior year partly offset by receipt of drought funding (rate relief) and funding for the January/February 2020 fire events.
- **(\$0.16 million)** Other income is lower than expected due to declining interest rates reducing interest on investments, offset by sponsorship income received by The Wedge.

Operating Expenditure

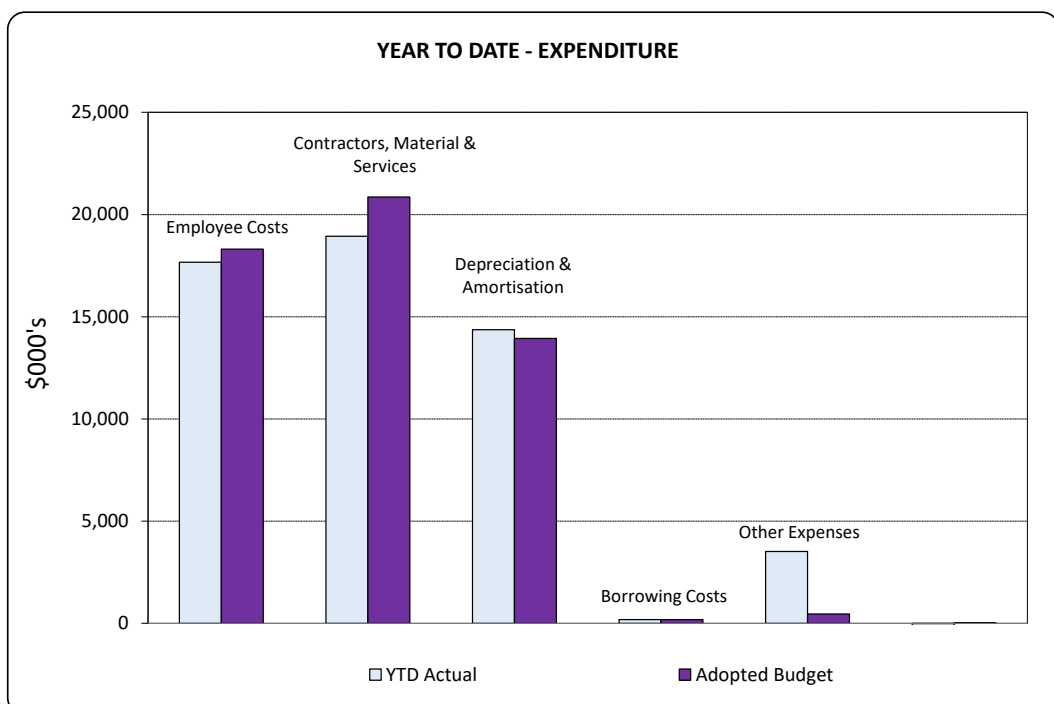
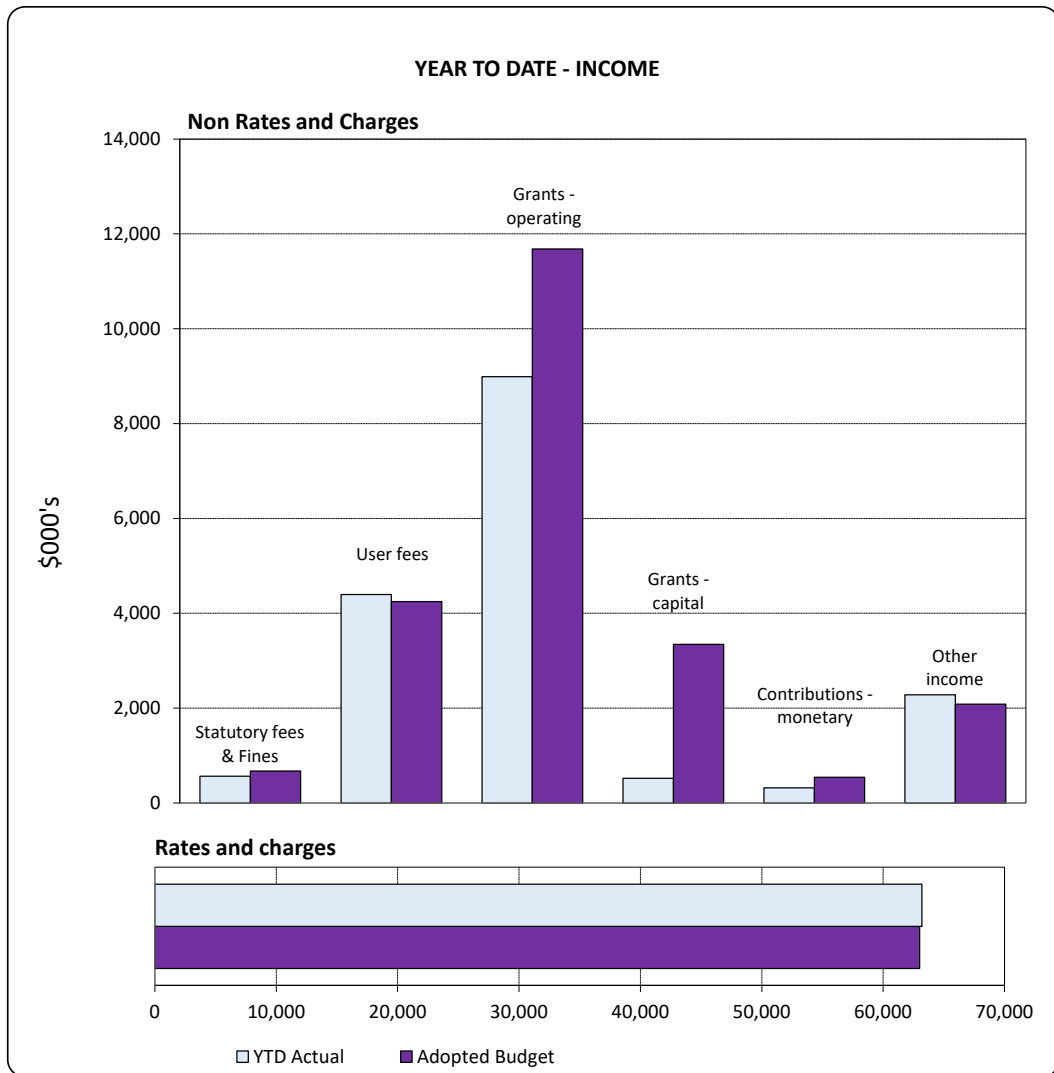
- **\$0.63 million** Employee benefits are lower than budgeted mainly due to \$303k savings in 2019/20 WorkCover premium expenses, \$729k savings due to vacancies and leave, offset by (\$90k) of oncosts and (\$310k) of casual salaries to cover vacancies and leave.
- **\$1.93 million** Contractors, materials and services variance includes:
 - a. **\$761k** - Works on the Sale Memorial Hall Upgrade is progressing well with works to be completed by March 2020. Construction of the Stratford Recreation Reserve Netball Changeroom will commence in the 2020/21 financial year. Works on Nambrok Public Hall will not occur as funding application didn't proceed.
 - b. **\$440k** - Expenditure associated with software maintenance for major IT corporate systems.
 - c. **\$316k** - Lower than expected expenditure on operating and maintaining Council's major plant.
 - d. **\$256k** - Some minor savings have occurred to date in materials costs for roads and public spaces. Utilities and cleaning expenditure on Council facilities is also lower than expected to date.
 - e. **\$188k** - Stage 1 of the Sporting Infrastructure plan is complete with Stage 2 feedback being assessed by consultant. The tender for Aqua Energy Redevelopment project including concept design and community consultation has been advertised and is expected to be awarded in March 2020.
- **(\$2.79 million)** The majority of the \$3.3 million drought rate relief grant has been allocated to the relevant farm rate assessments.
- **(\$0.43 million)** The introduction of new Accounting Standards effective 1 July 2019 has impacted depreciation and amortisation costs.

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

Capital Income

- **(\$2.83 million)** Grant funding for a number of community facilities project such as Pine Lodge - Tennis Court Resurface (\$0.2M), and Stephenson Park Sale upgrades (\$0.5M) has been received or delayed and will be allocated once expenditure has occurred. Funding for the Briagolong Recreation Reserve -Pavilion (\$0.3M) was received in June 2019. Budgeted funding of \$0.8M for upgrades will either be paid directly to the hall committees (\$0.4M) or removed due to unsuccessful application (\$0.4M). Works on bridge and road projects have been completed and are awaiting processing of final claims (0.9M) or Road to Recovery allocation (\$0.4M). This is offset by the receipt of funds for the E-Waste Sheds (\$0.3M) final claims.
- **\$0.82 million** Recognition (non-monetary) of road assets reclassified from non-Council controlled to Council controlled assets, and non-monetary contributions associated with new subdivisions in Stratford.

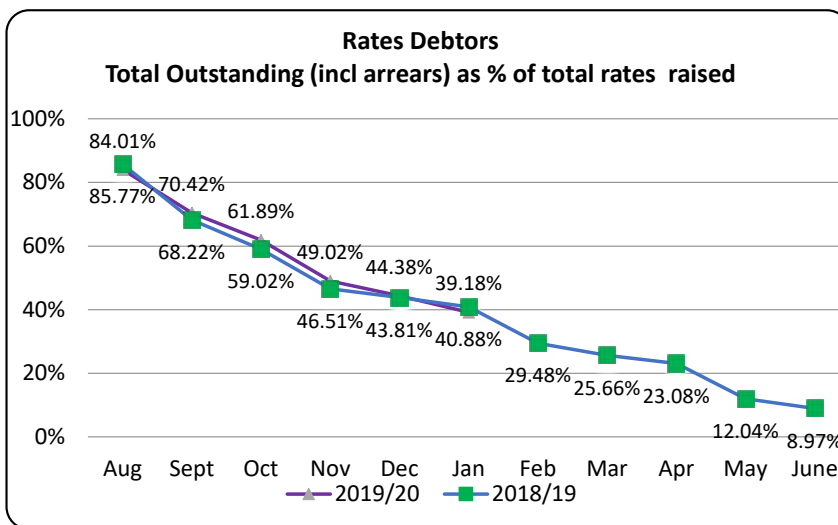
FEBRUARY 2020 COMPONENTS AT A GLANCE



BALANCE SHEET

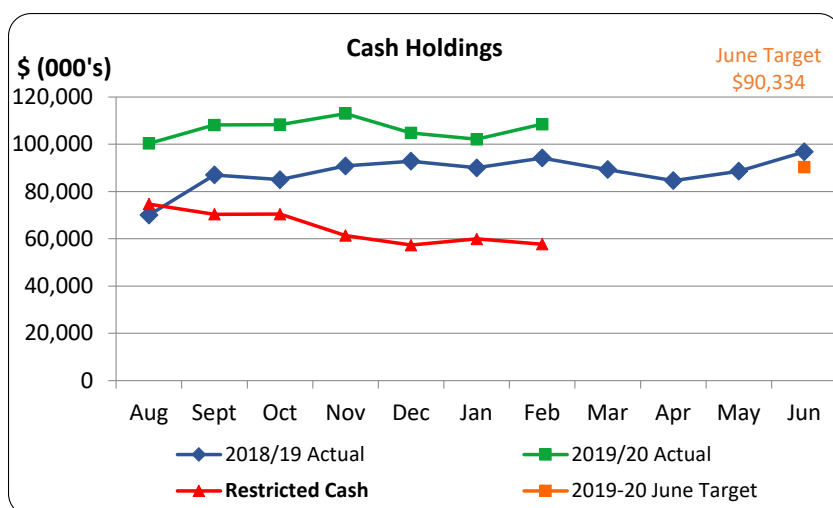
As at 29 February 2020

Actual		Actual	Forecast	Adopted Budget
February 19		February 20	June 20	June 20
\$000's		\$000's	\$000's	\$000's
Assets				
116,811	Total Current Assets	126,908	97,783	83,951
897,418	Total Non Current Assets	884,936	895,128	923,241
1,014,229	Total Assets	1,011,843	992,911	1,007,192
Liabilities				
15,933	Total Current Liabilities	16,547	16,504	19,076
18,395	Total Non Current Liabilities	18,942	20,924	21,370
34,328	Total Liabilities	35,490	37,428	40,446
979,901	Net Assets	976,354	955,483	966,746



The rate debtors outstanding at the end of February 2020 were \$19.34 million (27.9%) compared to February 2019 of \$20.2 million (29.5%).

During January 2020, the farm rate drought relief adjustment of 30% of general rate was applied to the majority of "farm" ratepayers



Council cash holdings at the end of February 2020 are \$103.8 million, higher than February 2019 of \$94.2 million due to advance funds and lower than expected expenditure.

The current cash holdings include \$61.1 million restricted funds; \$11.1 million to cover reserves, \$32.3 million to cover provisions and trusts, and approximately \$17.7 million associated with the operating and capital carried forwards.

The balance is generally working capital for ongoing operations over the next quarter.

Restricted cash is money that is reserved for specific purposes and therefore not available for general business use.

CAPITAL EXPENDITURE PROGRAM

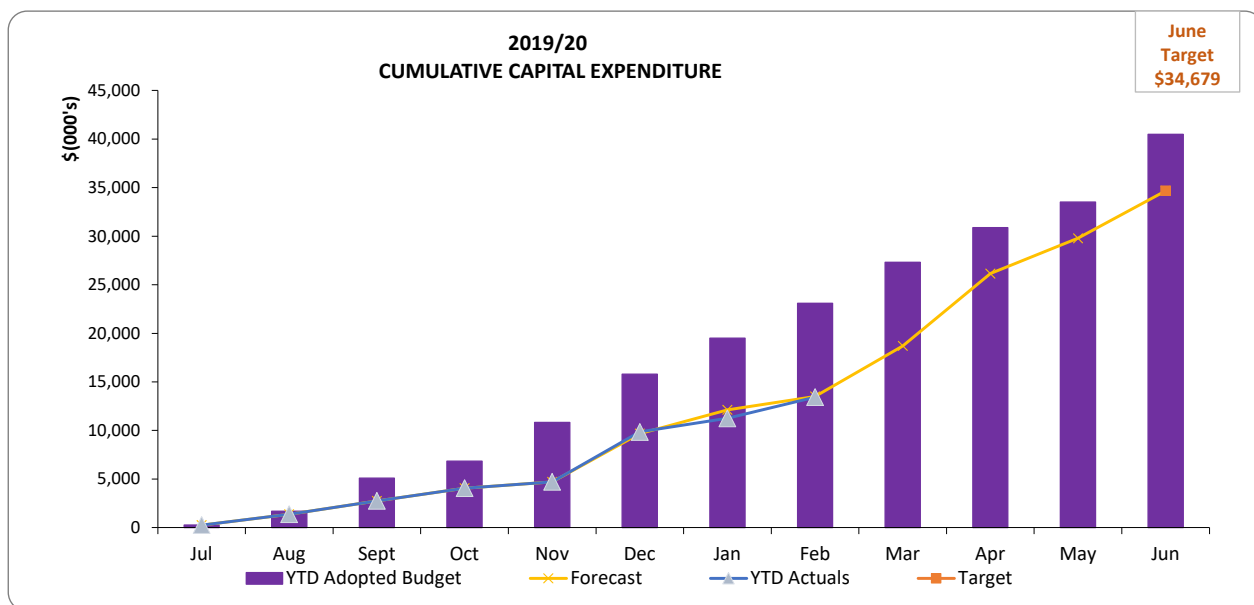
For the period ending 29 February 2020

	YEAR TO DATE 2019-20			FULL YEAR 2018-19		
	Actual \$000's	Adopted Budget \$000's	Variance \$000's	Forecast \$000's	Adopted Budget \$000's	Variance to Adopted \$000's
Property	2,818	5,144	2,326	7,278	11,224	3,946
Infrastructure	9,670	15,460	5,790	24,561	25,840	1,279
Plant and Equipment	1,564	2,421	857	2,755	2,742	(13)
Intangibles	15	75	60	85	682	597
Grand Total	14,067	23,100	9,033	34,679	40,488	5,809

	YEAR TO DATE 2019-20			FULL YEAR 2018-19		
	Actual \$000's	Adopted Budget \$000's	Variance \$000's	Forecast \$000's	Adopted Budget \$000's	Variance to Adopted \$000's
Renewal	9,429	15,176	5,747	21,505	23,688	2,183
Upgrade	2,873	5,685	2,812	8,396	11,803	3,407
Expansion	1,411	2,039	628	3,513	4,592	1,079
New Assets	354	200	(154)	1,265	405	(860)
Grand Total	14,067	23,100	9,033	34,679	40,488	5,809

Capital Works Summary - for the period ending 29 February 2020

- 21 projects are in pre-planning (development of the concept design, the detail design, community consultation and seeking quotes or tenders). Many of the projects in the pre-planning stage have either been advertised for tender during February 2020 or are planned to be advertised in March 2020. This includes the Public Toilets Replacement programme and the Sale Oval - Changeroom Redevelopment design.
- Overall 54 projects are at practical completion, 52 more projects are underway and 11 projects have had contracts awarded but not yet commenced.
- Work is progressing to schedule at the Cameron Sporting Complex with all steel work, framing complete and roof complete. Currently working internally on amenities.
- The reconstruction of Balloong Road - Woodside is approximately 90% complete and expected completion is March 2020.
- The annual reseal program is now approximately 95% complete.
- Contracts were awarded for the following projects in February 2020; Sale Historical Society Museum Roof and Seaspray Pedestrian Safety Improvements.





C2 - REPORT

GENERAL MANAGER CORPORATE SERVICES

ITEM C2.1**ASSEMBLY OF COUNCILLORS**

DIVISION: CORPORATE SERVICES

ACTION OFFICER: GENERAL MANAGER CORPORATE SERVICES

DATE: 17 MARCH 2020

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 26 February 2020 to 11 March 2020.

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

That Council note and receive the attached Assembly of Councillor records for the period 26 February 2020 to 11 March 2020.

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.

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 26 February 2020 to 11 March 2020.

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 – 2 March 2020

- **ATTENDANCE:** Amend to “Yes” as required at the beginning of the of the assembly.
- **ATTENDEES:** A meeting of an advisory committee of the Council where at least one Councillor is present; or a planned or scheduled meeting of at least half of the Councillors and one staff member
- **CONFLICT OF INTEREST:** The Councillor must leave the meeting whilst the matter is being considered and ensure to include the Item Number in table.

MEETING	COUNCILLORS, OFFICERS AND OTHERS IN ATTENDANCE (NAME AND POSITION)					
Gippsland Art Gallery Advisory Group	Councillor Name	Attendance	Conflict of Interest	Officer Name	Attendance	Item No.
	Cr Ian Bye	No		D Morcom, CEO	No	
	Cr Carolyn Crossley	No		A Skipitaris, GMCS	No	
	Cr Alan Hall	No		S Houlihan, GMC&C	No	
	Cr Malcolm Hole	No		C Hastie, GMB&NE	No	
	Cr Darren McCubbin	No		B McAlister, GMD	No	
	Cr Gayle Maher	No		Simon Gregg, Art Gallery Director	Yes	All
	Cr Carmel Ripper	No		Stephen Dempsey, Manager Arts & Culture	Yes	All
	Cr Scott Rossetti	Yes	No			
	Cr Garry Stephens	No				
OTHERS IN ATTENDANCE (NAME AND POSITION)			MATTERS/ITEMS CONSIDERED AT THE MEETING			
			Proposed art acquisitions			
			Planning and monitoring of programs			
			Expansion and encouragement of volunteer program			
			Cultural and artistic matters relating to Gallery and other services of council			
			Friends of the Gallery report			
			Director's Report			
			Proposed acquisitions			

Please email completed form to Council's Governance Officer immediately following the meeting for the purpose of recording in Council's register

ASSEMBLY OF COUNCILLORS – 3 March 2020

MEETING	COUNCILLORS AND OFFICERS IN ATTENDANCE				CONFLICT/S OF INTEREST OR ACTION ITEMS
IT / Diary Meeting	Name	Attendance	Name	Attendance	
	Cr Bye	Yes	Cr Rossetti (<i>apology</i>)	No	N/A
	Cr Crossley (<i>apology</i>)	No	Cr Stephens	Yes	N/A
	Cr Hall	Yes	David Morcom, CEO	Yes	N/A
	Cr Hole	Yes	Leah Carubia, EA CEO	Yes	N/A
	Cr McCubbin	Yes	Viktoria Pope, EA CEO	Yes	N/A
	Cr Maher (<i>on leave</i>)	No	Cameron Vale, ICT Support Services Contractor	Yes	N/A
Cr Ripper	Yes	Jarrold Lovas, ICT Support Services Contractor	Yes		

MEETING	COUNCILLORS AND OFFICERS IN ATTENDANCE				CONFLICT/S OF INTEREST OR ACTION ITEMS
Workshops	Name	Attendance	Name	Attendance	
	Cr Bye	Yes	Cr Rossetti (<i>apology</i>)	No	N/A
	Cr Crossley (<i>apology</i>)	No	Cr Stephens	Yes	N/A
	Cr Hall	Yes	David Morcom, CEO	Yes	N/A
	Cr Hole	Yes	Arthur Skipitaris, GM Corporate Services	Yes	N/A
	Cr McCubbin	Yes	Sharon Houlihan, GM Community & Culture	Yes	N/A
	Cr Maher (<i>on leave</i>)	No	Chris Hastie, GM Built & Natural Environment	Yes	N/A
Cr Ripper	Yes	Brent McAlister, GM Development	Yes	N/A	

	MATTERS/ITEMS CONSIDERED AT THE MEETING	OTHERS IN ATTENDANCE (NAME AND POSITION)	SUMMARY & ACTION ITEMS
Workshops (cont.)	1. East Gippsland Bushfires – Reflections	<ul style="list-style-type: none"> • Anthony Basford, CEO EGSC • John White, Mayor EGSC <i>Conflict of Interest: Nil</i>	Councillors noted update. Action: N/A
	2. Latrobe River Irrigators	<ul style="list-style-type: none"> • Angus Zilm, Chairperson Latrobe Valley Irrigators Committee (<i>external presenter</i>) • Paul Johnson, Manager Business Development <i>Conflict of Interest: Nil</i>	Councillors noted & agreed with updates. Action: N/A
	3. Waste and Recycling Update	<ul style="list-style-type: none"> • Tim Rowe, Manager Natural Environment and Parks <i>Conflict of Interest: Nil</i>	Councillors noted & agreed with updates. Action: N/A
	4. Community Managed Facilities Strategy: Draft for Public Consultation	<ul style="list-style-type: none"> • Karen McLennan, Manager Community Wellbeing • Bodye Darvill, Coordinator Community Committees <i>Conflict of Interest: Nil</i>	Councillors noted & agreed with updates Action: N/A
	5. 2020/21 Capital Review – Part 2	<ul style="list-style-type: none"> • Dean Morahan, Manager Assets and Projects <i>Conflict of Interest: Nil</i>	Councillors noted & agreed with updates Action: N/A
	<ul style="list-style-type: none"> • Brief Updates 	<ul style="list-style-type: none"> • Sporting Legends / Lakeside Bowls Club gaming machine licences transfer proposal – Sharon Houlihan • Annemieke Mein bronze sculptures – Sharon Houlihan <i>Conflict of Interest: Cr Bye left the chamber during the Sporting Legends discussion</i>	Councillors noted update. Action: N/A

ITEM C2.2**INSTRUMENT OF DELEGATION TO MEMBERS OF COUNCIL STAFF**

DIVISION: CORPORATE SERVICES
 ACTION OFFICER: GENERAL MANAGER CORPORATE SERVICES
 DATE: 17 MARCH 2020

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

OBJECTIVE

For Council to adopt recent amendments to the Instrument of Delegation to Members of Council Staff who hold, act in, or perform the duties of the office or position relating to the *Residential Tenancies Act 1997 (Vic)*, *Rail Safety (Local Operations) Act 2006 (Vic)* and *Road Management Act 2014 (Vic)*, as highlighted in Attachment 1.

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

That Council adopt the updated Instrument of Delegation to Members of Council Staff, as attached.

BACKGROUND

Section 98(1) of the *Local Government Act 1989* provides Council with the ability to delegate power, duties and functions of the Council to a member of its staff. There have been some changes to the S6 Instrument of Delegation, which require the current Instrument of Delegation to be updated. A summary of the below mentioned updates/amendments are attached.

Added Provisions

Residential Tenancies Act 1997 (Vic): ss 91ZU(1), 91ZZC(1), 91ZZE(1), 91ZZE(3), 206AZA(2), 207ZE(2), 311A(2), 317ZDA(2)

Deleted Provisions

Rail Safety (Local Operations) Act 2006 (Vic): entire act removed
Residential Tenancies Act 1997 (Vic): ss 252, 262(1) and 262(3) of the RTA will be repealed on 1 July 2020, unless proclaimed earlier

Amended Wording

Road Management Act 2014 (Vic): ss 14(4), 14(7), 119(2), 120(1), 120(2) and sch 2 cl 4

OPTIONS

Council has the following options:

1. To adopt the updated Instrument of Delegation to Members of Council Staff, as attached; or
2. To amend the updated Instrument of Delegation to Members of Council Staff, as attached, prior to adoption.

PROPOSAL

It is proposed that Council adopt the updated Instrument of Delegation to Members of Council Staff, as attached.

CONFLICT OF INTEREST

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

LEGISLATIVE IMPACT

Section 98(1) of the *Local Government Act 1989* provides Council with the authority to delegate to a member of Council staff certain powers and duties.

COUNCIL PLAN IMPACT

The Council Plan 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 account 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.

RESOURCES AND STAFF IMPACT

Upon notification of the legislative changes, all relevant staff were consulted and have contributed to the updating of this Instrument of Delegation. Following adoption, our processes ensure that all staff with altered or new delegations are notified including updating of Council processes and procedures as required.

Delegations and Authorisations

S6. Instrument of Delegation – Members of Staff

Wellington Shire Council

Instrument of Delegation

to

Members of Council Staff

Instrument of Delegation

In exercise of the power conferred by s 98(1) of the *Local Government Act 1989* and the other legislation referred to in the attached Schedule, the Council:

1. delegates each duty and/or function and/or power described in column 1 of the Schedule (and summarised in column 2 of the Schedule) to the member of Council staff holding, acting in or performing the duties of the office or position described opposite each such duty and/or function and/or power in column 3 of the Schedule;
2. declares that:
 - 2.1 this Instrument of Delegation is authorised by a **resolution** of Council passed on **17 March 2020**; and
 - 2.2 the delegation:
 - 2.2.1 comes into force immediately the common seal of Council is affixed to this Instrument of Delegation;
 - 2.2.2 remains in force until varied or revoked;
 - 2.2.3 is subject to any conditions and limitations set out in sub-paragraph 2.3, and the Schedule; and
 - 2.2.4 must be exercised in accordance with any guidelines or policies which Council from time to time adopts; and
 - 2.3 the delegate must not determine the issue, take the action or do the act or thing:
 - 2.3.1 if the issue, action, act or thing is an issue, action or thing which Council has previously designated as an issue, action, act or thing which must be the subject of a Resolution of Council; or
 - 2.3.2 if the determining of the issue, taking of the action or doing of the act or thing would or would be likely to involve a decision which is inconsistent with a
 - (a) policy; or
 - (b) strategyadopted by Council; or
 - 2.3.3 if the determining of the issue, the taking of the action or the doing of the act or thing cannot be the subject of a lawful delegation, whether on account of s 98(1)(a)-(f) (inclusive) of the Act or otherwise; or
 - 2.3.4 the determining of the issue, the taking of the action or the doing of the act or thing is already the subject of an exclusive delegation to another member of Council staff.

The Common Seal of WELLINGTON)
SHIRE COUNCIL was hereunto affixed)
this day of 2020)
in accordance with Local Law No 1)
in the presence of:)

.....
Chief Executive Officer

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Added Provisions

RESIDENTIAL TENANCIES ACT 1997			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s 91ZU(1)	Power to give a renter a notice to vacate rented premises		Where Council is a public statutory authority engaged in the provision of housing Note: this power is not yet in force and will commence on 1 July 2020, unless proclaimed earlier
s 91ZZC(1)	Power to give a renter a notice to vacate rented premises		Where Council is a public statutory authority authorised to acquire land compulsorily for its purposes Note: this power is not yet in force and will commence on 1 July 2020, unless proclaimed earlier
s 91ZZE(1)	Power to give a renter a notice to vacate rented premises		Where Council is a public statutory authority engaged in the provision of housing Note: this power is not yet in force and will commence on 1 July 2020, unless proclaimed earlier
s 91ZZE(3)	Power to publish Council's criteria for eligibility for the provision of housing		Where Council is a public statutory authority engaged in the provision of housing Note: this power is not yet in force and will commence on 1 July 2020, unless proclaimed earlier
s 206AZA(2)	Function of receiving written notification		Note: this function is not yet in force and will commence on 1 July 2020, unless proclaimed earlier
s 207ZE(2)	Function of receiving written notification		Note: this function is not yet in force and will commence on 1 July 2020, unless proclaimed earlier
s 311A(2)	Function of receiving written notification		
s 317ZDA(2)	Function of receiving written notification		

Deleted Provisions

RAIL SAFETY (LOCAL OPERATIONS) ACT 2006			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS AND LIMITATIONS
s.33	Duty to comply with a direction of the Safety Director under this s 33.	Not delegated	Where Council is a utility under s 3
s.33A	Duty to comply with a direction of the Safety Director to give effect to arrangements under this s. 33A	Not delegated	Duty of Council as a road authority under the <i>Road Management Act 2004</i>
s.34	Duty to comply with a direction of the Safety Director to alter, demolish or take away works carried out contrary to a direction under s 33(1)	Not delegated	Where Council is a utility under s 3
s.34C(2)	Function of entering into safety interface agreements with rail infrastructure manager	Not delegated	Where Council is the relevant road authority
s.34D(1)	Function of working in conjunction with rail infrastructure manager in determining whether risks to safety need to be managed	Not delegated	Where Council is the relevant road authority
s.34D(2)	Function of receiving written notice of opinion	Not delegated	Where Council is the relevant road authority
s.34D(4)	Function of entering into safety interface agreement with infrastructure manager	Not delegated	Where Council is the relevant road authority
s.34E(1)(a)	Duty to identify and assess risks to safety	Not delegated	Where Council is the relevant road authority
s.34E(1)(b)	Duty to determine measures to manage any risks identified and assessed having regard to items set out in s 34E(2)(a)-(c)	Not delegated	Where Council is the relevant road authority
s.34E(3)	Duty to seek to enter into a safety interface agreement with rail infrastructure manager	Not delegated	Where Council is the relevant road authority

RAIL SAFETY (LOCAL OPERATIONS) ACT 2006			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS AND LIMITATIONS
s.34F(1)(a)	Duty to identify and assess risks to safety, if written notice has been received under s 34D(2)(a)	Not delegated	Where Council is the relevant road authority
s.34F(1)(b)	Duty to determine measures to manage any risks identified and assessed, if written notice has been received under s 34D(2)(a)	Not delegated	Where Council is the relevant road authority
s.34F(2)	Duty to seek to enter into a safety interface agreement with rail infrastructure manager	Not delegated	Where Council is the relevant road authority
s.34H	Power to identify and assess risks to safety as required under s 34B, 34C, 34D, 34E or 34F in accordance with s 34H (a)-(c)	Not delegated	Where Council is the relevant road authority
s.34I	Function of entering into safety interface agreements	Not delegated	Where Council is the relevant road authority
s.34J(2)	Function of receiving notice from Safety Director	Not delegated	Where Council is the relevant road authority
s.34J(7)	Duty to comply with a direction of the Safety Director given under s 34J(5)	Not delegated	Where Council is the relevant road authority
s.34K(2)	Duty to maintain a register of items set out in s 34K (a)-(b)	Not delegated	Where Council is the relevant road authority

RESIDENTIAL TENANCIES ACT 1997			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s 252	Power to give tenant a notice to vacate rented premises if s 252(1) applies		Where Council is a public statutory authority engaged in the provision of housing Note: this provision will be repealed on 1 July 2020, unless proclaimed earlier
s 262(1)	Power to give tenant a notice to vacate rented premises		Where Council is a public statutory authority engaged in the provision of housing Note: this provision will be repealed on 1 July 2020, unless proclaimed earlier
s 262(3)	Power to publish its criteria for eligibility for the provision of housing by Council		Where Council is a public statutory authority engaged in the provision of housing Note: this provision will be repealed on 1 July 2020, unless proclaimed earlier

Amended Wording

ROAD MANAGEMENT ACT 2004			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s 14(4)	Function of receiving notice from the Head, Transport for Victoria		
s 14(7)	Power to appeal against decision of the Head, Transport for Victoria		
s 119(2)	Function of consulting with the Head, Transport for Victoria		
s 120(1)	Power to exercise road management functions on an arterial road (with the consent of the Head, Transport for Victoria)		
s 120(2)	Duty to seek consent of the Head, Transport for Victoria to exercise road management functions before exercising power in s 120(1)		
sch 2 cl 4	Function of receiving details of proposal from the Head, Transport for Victoria		

ITEM C2.3**AUDIT & RISK COMMITTEE MINUTES**

DIVISION: CORPORATE SERVICES
 ACTION OFFICER: GENERAL MANAGER CORPORATE SERVICES
 DATE: 17 MARCH 2020

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

OBJECTIVE

To receive and note the minutes of the Audit & Risk Committee meeting held on 24 February 2020.

RECOMMENDATION***That:***

- 1. Council receive and note the minutes in brief (Attachment 1) and the confidential attachment at Item F1.2 Audit & Risk Committee Minutes of 24 February 2020;**
- 2. Council approve the changes to the Charter, Terms of Reference and List of Duties and Responsibilities as recommended by the Committee; and**
- 3. The information contained in the confidential attachment Item F1.2 Audit & Risk Committee Minutes of 24 February 2020 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 Corporate Services on 2 March 2020 because it relates to the following grounds under Section 89(2) of the Local Government Act 1989: f) legal advice; and h) any other matter which the Council considers would prejudice the Council or any person; be designated confidential information under Section 77 Clause (2)(b) of the Local Government Act 1989.**

BACKGROUND

Council maintains an Audit & Risk Committee in accordance with Section 139 of the *Local Government Act 1989*. The Audit & Risk Committee is an independent advisory Committee to Council and its primary objective is to assist Council in the effective conduct of its responsibilities for financial reporting, management of risk, maintaining a reliable system of internal controls and facilitating the organisation's ethical development. Minutes of the Audit & Risk Committee are reported direct to Council.

A copy of the minutes in brief from the Audit & Risk Committee meeting of 24 February 2020 can be found at Attachment 1 of this report and is provided for the information of Council and the public in general.

Once each year the Committee reviews the Committee Charter and Terms of Reference. The Committee now recommends that Council approve the changes to the Charter, Terms of Reference and List of Duties and Responsibilities as set out in the minutes.

OPTIONS

Council has the following options:

1. To receive and note the minutes from the Audit & Risk Committee meeting of 24 February 2020 and approve the changes to the Charter, Terms of Reference and List of Duties and Responsibilities as recommended by the Committee; or
2. To seek further information and consider the minutes at a future meeting.

PROPOSAL

To receive and note the minutes of the Audit & Risk Committee meeting held on 24 February 2020 and approve the changes to the Charter, Terms of Reference and List of Duties and Responsibilities as recommended by the Committee.

CONFLICT OF INTEREST

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

LEGISLATIVE IMPACT

The *Local Government Act 1989*, section 139(1) requires Council to establish an audit committee. Council's Audit & Risk Committee is an Advisory Committee to Council and operates within the Terms of Reference and Charter adopted by Council.

The Audit & Risk Committee Terms of Reference require the minutes of the Audit & Risk Committee to be forwarded to an ordinary meeting of the Council, including a report explaining any specific recommendations and key outcomes. The Audit & Risk Committee is also required to report annually to the Council summarising the activities of the Committee during the previous financial year.

This report complies with the legislative requirements and the Audit & Risk Committee Terms of Reference requirements.

COUNCIL PLAN IMPACT

The Council Plan 2017–2021 Theme 6 Organisational states the following strategic objective and related strategy:

Strategic Objective

"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.

RISK MANAGEMENT IMPACT

The Audit & Risk Committee Charter identifies the management of risk as one of the primary objectives of the Audit & Risk Committee. The Audit & Risk Committee monitors the risk exposure of Council by determining if management has appropriate risk management processes and adequate management information systems in place.

AUDIT & RISK COMMITTEE MEETING MINUTES IN BRIEF – 24 FEBRUARY 2020

- Present:** Mr Chris Badger (Chair)
Mr Frank Evans
Ms Kiah Cashman
Councillor Alan Hall
Councillor Garry Stephens
- In attendance:** Mr Arthur Skipitaris (General Manager Corporate Services)
Mr Ian Carroll (Manager Corporate Finance)
Mrs Sheryl Saynor (Executive Support Officer)

1. Welcome

2. Apologies - David Morcom, Chief Executive Officer

3. Closure of Meeting to Public:-

Councillor Hall/Frank Evans

That the meeting be closed to the public under Section 89(2) of the Local Government Act 1989 to discuss legal advice and any other matter which the Council or special committee considers would prejudice the Council or any person.

• CARRIED

4. Declaration of Conflict(s) of Interest:-

Nil

5. Adoption of Previous Minutes – 16 December 2019:-

Councillor Hall/Kiah Cashman

That the Committee adopt the minutes of the previous meeting held on 16 December 2019.

CARRIED

6. In Camera Session

Management representatives left the meeting at 1.31pm.

Management representatives returned to the meeting at 2.03pm.

7. Action Items from Previous Minutes

Kiah Cashman/Frank Evans

That the Audit & Risk Committee recommend to Council that it receive the report.

That the information contained in this document and designated under Section 77 Clause (2)(c) of the Local Government Act 1989 as confidential by the Chief Executive Officer on 17 February 2020 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 Clause 77(2)(b) of the Local Government Act 1989.

CARRIED

8. Update on Asbestos Contamination at Aqua Energy

Councillor Stephens/Councillor Hall

That the Audit & Risk Committee recommend to Council that it receive the report.

That the information contained in this document and designated under Section 77 Clause (2)(c) of the Local Government Act 1989 as confidential by the Chief Executive Officer on 17 February 2020 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 Clause 77(2)(b) of the Local Government Act 1989.

CARRIED

9. Internal Audit

Councillor Stephens/Frank Evans

That the Audit & Risk Committee recommend to Council that it receive the report.

That the information contained in this document and designated under Section 77 Clause (2)(c) of the Local Government Act 1989 as confidential by the Chief Executive Officer on 17 February 2020 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 Clause 77(2)(b) of the Local Government Act 1989.

CARRIED

10. Status of Audit Recommendations

Kiah Cashman/Frank Evans

That the Audit & Risk Committee recommend to Council that it receive the report.

That the information contained in this document and designated under Section 77 Clause (2)(c) of the Local Government Act 1989 as confidential by the Chief Executive Officer on 17 February 2020 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 Clause 77(2)(b) of the Local Government Act 1989.

CARRIED

11. VAGO Report: Results of 2018-19 Audits: Local Government

Frank Evans/Kiah Cashman

That the Audit & Risk Committee recommend to Council that it receive the report.

That the information contained in this document and designated under Section 77 Clause (2)(c) of the Local Government Act 1989 as confidential by the Chief Executive Officer on 17 February 2020 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 Clause 77(2)(b) of the Local Government Act 1989.

CARRIED

12. VAGO Report: Council Libraries

Councillor Hall/Councillor Stephens

That the Audit & Risk Committee recommend to Council that it receive the report.

That the information contained in this document and designated under Section 77 Clause (2)(c) of the Local Government Act 1989 as confidential by the Chief Executive Officer on 17 February 2020 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 Clause 77(2)(b) of the Local Government Act 1989.

CARRIED

13. IBAC Research Project: Managing Corruption Risks associated with Conflicts of Interest in the Victorian Public Sector

Councillor Hall/Councillor Stephens

That the Audit & Risk Committee recommend to Council that it receive the report.

That the information contained in this document and designated under Section 77 Clause (2)(c) of the Local Government Act 1989 as confidential by the Chief Executive Officer on 20 November 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 Clause 77(2)(b) of the Local Government Act 1989.

CARRIED

14. Review of Audit & Risk Committee Charter

Councillor Stephens/Councillor Hall

That the Audit & Risk Committee recommend to Council that it approve the changes to the Charter and Terms of Reference.

That the information contained in this document and designated under Section 77 Clause (2)(c) of the Local Government Act 1989 as confidential by the Chief Executive Officer on 17

February 2020 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 Clause 77(2)(b) of the Local Government Act 1989.

CARRIED



AUDIT & RISK COMMITTEE

CHARTER

Reviewed February 2019

The Wellington Shire Council maintains an Audit & Risk Committee in accordance with Section 139 of the *Local Government Act 1989*.

The Audit & Risk Committee is an independent advisory Committee to Council. The primary objective of the Audit & Risk Committee is to assist Council in the effective conduct of its responsibilities for financial and non-financial reporting and performance, management of risk, information services governance, maintaining a reliable system of internal controls and facilitating the organisation's ethical development.

The Audit & Risk Committee is established to assist the co-ordination of relevant activities of management, the internal audit function and the external auditor to facilitate achieving overall organisational objectives in an efficient and effective manner.

As part of Council's governance obligations to its community, Council has constituted an Audit & Risk Committee to facilitate:

- the enhancement of the credibility and objectivity of internal and external financial and non-financial reporting and performance;
- effective management of financial and other risks and the protection of Council assets;
- compliance with laws and regulations as well as use of best practice guidelines;
- the effectiveness of the internal audit function;
- the provision of an effective means of communication between the external auditor, internal audit, management and the Council;
- a review of the effectiveness of Council processes and the outcomes of the external audit

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AUDIT & RISK COMMITTEE

TERMS OF REFERENCE

1 General

- (a) The Audit & Risk Committee is a formally appointed committee of the Council and is responsible to that body. The Audit & Risk Committee does not have executive powers or authority to implement actions in areas over which management has responsibility and does not have any delegated financial responsibility. The Audit & Risk Committee does not have any management functions and is therefore independent of management.

The Committee's role is to report to Council and provide appropriate advice and recommendations on matters relevant to its Charter in order to facilitate decision-making by Council in relation to the discharge of its responsibilities.

2 Membership

- (a) The Audit & Risk Committee will comprise of two Councillors, and three external independent persons with suitable knowledge and experience, all appointed by Council for periods varying to a maximum term of 3 years. External members may be re-appointed for subsequent terms, following a public advertising process in accordance with 2 (b). A quorum shall be 3 (with a minimum of 2 independent members). The Chairperson shall be an external independent person and the Chairman's term will overlap the term of appointed Councillors to ensure continuity. The Chief Executive Officer should be required and entitled to attend all Audit & Risk Committee meetings.

External independent persons will have senior business and/or financial management/reporting knowledge and experience, and be conversant with the financial and other reporting requirements. The evaluation of potential members will be undertaken by the Mayor and Chief Executive Officer taking account of the experience of candidates (as per the Committee's expertise matrix) and their likely ability to apply appropriate analytical and strategic management skills, and a recommendation for appointment put to Council.

- (b) Appointments of external persons shall be made by Council by way of a public advertisement and be for a maximum term of three years. The terms of the appointment should be arranged to ensure an orderly rotation and continuity of membership despite changes to Council's elected representatives.
- (c) If the Council proposes to remove a member of the Committee, it must give written notice to the member of its intention to do so and provide that member with the opportunity to be heard at a Council meeting which is open to the public, if that member so requests.
- (d) Remuneration will be paid to each independent member of the Committee (the basis may be an annual fee, with an additional amount paid to the Chairperson or a set fee per meeting, or another basis as appropriate).

- (e) The Chairperson shall be appointed from the external members of the Committee by the Audit & Risk Committee subject to Council's approval. In the absence of the appointed Chairperson from a meeting, the meeting will appoint an acting Chairperson from the external members present.
- (f) Other members of Council or Council staff and the internal auditor (whether a member of staff or contractor) may be invited to attend at the discretion of the Committee to advise and provide information when required.
- (g) Representatives of the external auditor should be invited to attend at the discretion of the Committee but **must** attend meetings considering the draft annual financial report and results of the external audit.
- (h) Council shall provide secretarial and administrative support to the Committee.

3 Meetings

- (a) Process
The Committee shall meet at least quarterly (e.g. in August to review the draft annual financial accounts and consider the initial report of the external auditor, in November to review the final results of the annual audit, in February to review the progress of the internal audit program and any interim reports from the external auditor, and in May to review the current year and determine the next financial year annual internal audit program). Additional meetings may be convened at the discretion of the Chairperson, at the written request of an independent member, or any of the member Councillors.
- (b) Declaration of Conflicts of Interest
Declaration of Conflicts of Interest will be in accordance with the requirements of the *Local Government Act 1989*.
- (c) Closure of Meetings to the Public
In accordance with Section 89(2) of the *Local Government Act 1989*.

4 Planning

- (a) The Committee will develop an annual work plan.
- (b) The Committee will review the Charter and Terms of Reference annually.

5 Reporting

- (a) The Audit & Risk Committee shall after every meeting forward the minutes of that meeting to the next practical ordinary meeting of the Council, including a report explaining any specific recommendations and key outcomes.
- (b) The Committee shall report annually to the Council summarising the activities of the Committee during the previous financial year.
- (c) The Chairperson may require any report prepared by the Audit & Risk Committee to be listed on the agenda for the next practical ordinary meeting of the Council.

AUDIT & RISK COMMITTEE

LIST OF DUTIES AND RESPONSIBILITIES

(a) The following are the duties and responsibilities of the Audit & Risk Committee in pursuing its Charter:

- (1) To review the scope of the internal audit plan and programme and the effectiveness of the function. This review should consider whether, over a period of years the internal audit plan systematically addresses:
 - internal controls over significant areas of risk, including non-financial management control systems;
 - internal controls over revenue, expenditure, assets and liability processes;
 - the efficiency, effectiveness and economy of significant Council programmes; and
 - compliance with regulations, policies, best practice guidelines, instructions and contractual arrangements.
- (2) Review the appropriateness of special internal audit assignments undertaken by internal audit at the request of Council or Chief Executive Officer.
- (3) Review the level of resources allocated to internal audit and the scope of its authority.
- (4) Review reports of internal audit and the extent to which Council and management react to matters raised by internal audit, by monitoring the implementation of recommendations made by internal audit.
- (5) Facilitate liaison between the internal and external auditor to promote compatibility, to the extent appropriate, between their audit programmes.
- (6) Critically analyse and follow up any internal or external audit report that raises significant issues relating to risk management, internal control, financial reporting and other accountability or governance issues, and any other matters relevant under the Committee's terms of reference. Review management's response to, and actions taken as a result of the issues raised.
- (7) Monitor the risk exposure of Council by determining if management has appropriate risk management processes and adequate management information systems.
- (8) Review the process for the identification, nature, extent and reasonableness of related party transactions .
- (9) Review Council's draft annual financial report, focusing on:
 - accounting policies and practices;

- changes to accounting policies and practices;
 - the process used in making significant accounting estimates;
 - significant adjustments to the financial report (if any) arising from the audit process;
 - compliance with accounting standards and other reporting requirements;
 - significant variances from prior years.
- (10) Annually, make a recommendation to Council on the fairness of the annual financial statements. Review any significant changes that may arise subsequent to any such recommendation but before the financial statements are signed.
- (11) Discuss with the external auditor the scope of the audit and the planning of the audit.
- (12) Discuss with the external auditor issues arising from the audit, including any management letter issued by the auditor and the resolution of such matters.
- (13) Review the annual performance statement and make a relevant recommendation to Council.
- (14) Review issues relating to national competition policy, financial reporting by Council business units and comparative performance indicators.
- (15) Identify and refer specific projects or investigations deemed necessary through the Chief Executive Officer, the internal auditor and the Council if appropriate with reports on any such matters to be reviewed by the Audit & Risk Committee including any incidents of fraud or suspected fraud.
- (16) Monitor the progress of any major legal issues facing the Council.
- (17) Address issues brought to the attention of the Committee, including responding to requests from Council for advice that are within the parameters of the Committee's terms of reference.
- (18) Monitor compliance with other "non-~~financial~~accounting" legislated policies (e.g. EEO, OH&S etc).
- (19) The Audit & Risk Committee in conjunction with Council and the Chief Executive Officer should develop the Committee's performance indicators.
- (20) The Audit & Risk Committee will complete an annual evaluation of the Committee's performance at the May meeting.
- (21) Should there be a conflict of interest for outsourced internal audit providers who perform other consultancy work for the Council, the issue will be brought before the Audit & Risk Committee for deliberation.
- (b) The Audit & Risk Committee, through the Chief Executive Officer and following authorisation from the Council, and within the scope of its responsibilities, may seek information or obtain expert advice on matters of concern.

15. Credit Card Expenditure – Chief Executive Officer

Councillor Stephens/Kiah Cashman

That the Audit & Risk Committee recommend to Council that it receive the report.

That the information contained in this document and designated under Section 77 Clause (2)(c) of the Local Government Act 1989 as confidential by the Chief Executive Officer on 17 February 2020 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 Clause 77(2)(b) of the Local Government Act 1989.

CARRIED

16. Related Party Transactions

Frank Evans/Councillor Stephens

That the Audit & Risk Committee recommend to Council that it receive the report.

That the information contained in this document and designated under Section 77 Clause (2)(c) of the Local Government Act 1989 as confidential by the Chief Executive Officer on 17 February 2020 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 Clause 77(2)(b) of the Local Government Act 1989.

CARRIED

17. Information Services & Cyber Security Update

Councillor Stephens/Kiah Cashman

That the Audit & Risk Committee recommend to Council that it receive the report.

That the information contained in this document and designated under Section 77 Clause (2)(c) of the Local Government Act 1989 as confidential by the Chief Executive Officer on 17 February 2020 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 Clause 77(2)(b) of the Local Government Act 1989.

CARRIED

18. Financials, Council Plan Highlights and Progress of Major Initiatives and Initiatives

Councillor Hall/Councillor Stephens

That the Audit & Risk Committee recommend to Council that it receive the Report.

That the information contained in this document and designated under Section 77 Clause (2)(c) of the Local Government Act 1989 as confidential by the Chief Executive Officer on 17 February 2020 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 Clause 77(2)(b) of the Local Government Act 1989.

CARRIED

19. Fraud Report

Kiah Cashman/Councillor Hall

That the Audit & Risk Committee recommend to Council that it receive the report.

That the information contained in this document and designated under Section 77 Clause (2)(c) of the Local Government Act 1989 as confidential by the Chief Executive Officer on 17 February 2020 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 Clause 77(2)(b) of the Local Government Act 1989.

CARRIED

20. Excessive Staff Leave

Kiah Cashman/Frank Evans

That the Audit & Risk Committee recommend to Council that it receive the Report.

That the information, contained in the attached document and designated under Section 77 Clause (2)(c) of the Local Government Act 1989 as confidential by the Chief Executive Officer on 17 February 2020 because it relates to the following grounds under Section 89(2) of the Act:

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

be designated confidential information under Clause 77 (2) (b) of the Local Government Act 1989.

CARRIED

21. Current Key Risk Matters

Councillor Hall/Councillor Stephens

That the Audit & Risk Committee record its appreciation of the work done by staff to finalise outstanding Workcover claims.

CARRIED

Kiah Cashman/Frank Evans

That the Audit & Risk Committee recommend to Council that it receive the report.

That the information, contained in the attached document and designated under Section 77 Clause (2)(c) of the Local Government Act 1989 as confidential by the Chief Executive Officer on 17 February 2020 because it relates to the following grounds under Section 89(2) of the Local Government Act 1989:

f) legal advice;

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

be designated confidential information under Clause 77 (2) (b) of the Local Government Act 1989.

CARRIED

22. Insurance Report

Kiah Cashman/Frank Evans

That the Audit & Risk Committee recommend to Council that it receive the report.

That the information, contained in the attached document and designated under Section 77 Clause (2)(c) of the Local Government Act 1989 as confidential by the Chief Executive Officer on 17 February 2020 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 Clause 77 (2) (b) of the Local Government Act 1989.

CARRIED

23. Register of Commissioned Reports

Councillor Hall/Frank Evans

That the Audit & Risk Committee recommend to Council that it receive the report.

That the information, contained in the attached document and designated under Section 77 Clause (2)(c) of the Local Government Act 1989 as confidential by the Chief Executive Officer on 17 February 2020 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 Clause 77(2)(b) of the Local Government Act 1989.

CARRIED

24. General Business

1. Evaluation of Committee Performance

2. Council Policies

25. Rotating Assessment of and Feedback on Meeting

Meeting concluded at 3.20pm.

AUDIT & RISK COMMITTEE WORKSHOP

The Workshop commenced at 3.27pm.

Present: Mr Chris Badger (Chair)
Mr Frank Evans
Ms Kiah Cashman
Councillor Alan Hall
Councillor Garry Stephens

In attendance: Mr Arthur Skipitaris (General Manager Corporate Services)
Mr Ian Carroll (Manager Corporate Finance)
Mrs Sheryl Saynor (Executive Support Officer)

- 1. Wellington Shire Council Staff Engagement Survey – May 2017**
- 2. Additional reporting to Committee on non-financial performance (i.e. Org Culture)**
- 3. Previous internal audits regarding HR/Employee/Cultural matters**
- 4. Review of Internal Audit Plan to potentially incorporate further culture review (e.g. Reference AICD questions)**
- 5. Review the Risk Management Framework**
- 6. Consider inclusion of a Skills matrix in Charter**

The Workshop concluded at 4.35pm.

ITEM C2.4**CONTRACT 2016-071 BANKING SERVICES EXTENSION**

DIVISION: CORPORATE SERVICES
 ACTION OFFICER: MANAGER CORPORATE FINANCE
 DATE: 17 MARCH 2020

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

OBJECTIVE

For Council to approve an extension to the current banking services contract (2016-71) for a further two years (1 July 2020 until 30 June 2022) in accordance with contract extension provisions.

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

- 1. Council extend the current banking services contract for a further two years from 1 July 2020 until 30 June 2022 in accordance with contract extension provisions contained in the contract; and**
- 2. The information contained in the confidential document Item F1.1 of this Council Meeting and designated under Section 77 Clause (2)(c) of the Local Government Act 1989 as confidential by the General Manager Corporate Services on 28 February 2020 because it relates to the following grounds under Section 89(2) of the Local Government Act 1989: c) Contractual matters be designated confidential information under Section 77 clause (2)(b) of the Local Government Act 1989.**

BACKGROUND

The current contract with the Commonwealth Bank of Australia (CBA) was awarded for the period from 1 July 2017 until 30 June 2020 with an option for a contract extension provision for an additional two years, i.e. to 30 June 2022 at the sole discretion of Council.

The initial contract evaluation in March 2017 was based on current transaction volumes at the time with estimated potential increases for 2017 and future years. The estimated five-year cost of banking services was calculated to be less than \$400,000 and was therefore approved under the Chief Executive Officer's delegation with the following proviso:

- *"If after 3 years the volume of transactions has varied significantly, and the extension option projects a total contract value in excess of \$400,000 then extension will be taken to Council for its approval".*

In November 2017 the Reserve Bank of Australia determined a variation to the setting of interchange fees for credit cards which increased the cost to Council when accepting credit card payments. At the same time Council has, over the last three years, actively endorsed improved features and services provided by the bank, including the introduction of BPoint which enables more electronic payments options, via the website for ratepayers/customers for various

programmes and fees and charges. Council has also introduced additional electronic funds transfer point of sale (EFTPOS) terminals. This has resulted in additional transaction costs for both debit and credit card transactions compared to the original evaluation.

Council has competitively tendered its banking services every five years, with the CBA successfully being awarded the provision of these services since 1998 due to competitive pricing, continual updates and enhancements benefiting ratepayers, provision of local branches and agencies in most locations within the Shire and the provision of very good customer service to Council through a specialised government client service team.

One of the key criteria in evaluating whether to extend this contract for a further two years versus re-tendering was the service being provided by CBA and the limited time to tender, evaluate and implement before 30 June 2020. Previous tenders have indicated that a minimum of 8-10 weeks is required to implement changes to banking services which would involve numerous changes to financial systems and website links, changes to financial facilities such as EFTPOS terminals, direct debit facilities and authorisations and the involvement of various Council staff. We will therefore ensure that sufficient time is allocated for re-tendering prior to the end of this contract extension.

OPTIONS

Council has the following options:

1. Extend the current banking services contract for a further two years in accordance with the contract extension provisions contained in the contract; or
2. Not extend the current banking services contract which will require Council to retender for banking services effective 1 July 2020.

PROPOSAL

That Council approve the extension of the current banking services contract for a further two years from 1 July 2020 to 30 June 2022 in accordance with the contract extension provisions contained in the contract.

CONFLICT OF INTEREST

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

FINANCIAL IMPACT

The extension of the current contract with the CBA for a further two years will not result in an increase in actual current fees but the cost will increase as Council continues to investigate and provide improved customer electronic payment options to ratepayers through various means. As more options become available, this will potentially increase transactions costs and merchant service fees however Council will look to improve processes to recoup any cost increases.

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 6.3.1

Maintain processes and systems to ensure sound financial management.

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



C3 - REPORT

GENERAL MANAGER DEVELOPMENT



C4 - REPORT

GENERAL MANAGER BUILT AND NATURAL ENVIRONMENT

ITEM C4.1**ROAD CLOSURE – UNUSED GOVERNMENT ROAD WEST OF WONNANGATTA ROAD AT HAWKHURST**

DIVISION: BUILT AND NATURAL ENVIRONMENT

ACTION OFFICER: MANAGER ASSETS AND PROJECTS

DATE: 17 MARCH 2020

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

OBJECTIVE

The objective of this report is for Council to consider a request by the Department of Environment, Land, Water and Planning (DELWP) for the discontinuance and sale of an unused Government Road between PC377903 and CA12 A Sec 21 in the Parish of Dargo, at Hawkhurst.

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

- 1. Pursuant to section 349 of the Land Act 1958, Council resolve to give its concurrence to the closing of a section of Government road between PC377903 and CA 12D Sec 21 in the Parish of Dargo and shown in red on the attached plans; and**
- 2. Pursuant to Section 400 of the Land Act 1958, Council give notice that the portion of Government road between PC377903 and CA 12D Sec 21 in the Parish of Dargo, is considered to not be required for public traffic and is therefore an unused road.**

BACKGROUND

The owner of the property on Wonnangatta Road (PC377903 and CA 12D Sec 21) in the Parish of Dargo, has been in discussion with officers of the Department of Environment, Land, Water and Planning (DELWP) regarding a proposal to close a Government Road and to then allow them to purchase this section of closed road.

The section of Government Road has not been used as a Public Highway as far as can be ascertained for at least 15 years and the road has been fenced into the adjacent property and used as part of the farming operation.

Under the *Land Act 1958*, DELWP must obtain consent from Council for the road closure and confirm if this section of Government Road is required for public traffic. DELWP is now seeking consent from Council to the closing of the road shown in red at Attachment 1. The closure and sale will be done by DELWP and at no cost to Wellington Shire Council. DELWP at their discretion may contact adjoining property owners.

The process of DELWP closing and selling a Government Road creates a new title for the road and this title in the initial proposal would have landlocked an existing parcel of land. The property owner was advised of this and has now consolidated two parcels of land to avoid the potential of a landlocked title following the road closure plan reference PC 377903.

The plan image in Attachment 2 shows the unconsolidated parcels of land.

OPTIONS

Council has the following options available:

1. Support the discontinuance/closure and advise that the road is not required for public traffic pursuant to sections 349 and 400 of the *Land Act 1958*, or
2. Not agree to the discontinuance/closure and advise that the unused Government road may be held under an unused road grazing licence.

PROPOSAL

That:

1. Pursuant to section 349 of the *Land Act 1958*, Council resolve to give its concurrence to the closing of a sections of Government road between PC377903 and CA 12D Sec 21 in the Parish of Dargo and shown red on the attached plans;
2. Pursuant to section 400 of the *Land Act 1958*, Council give notice that the portion of Government road Between PC377903 and CA 12D Sec 21 in the Parish of Dargo, is considered to not be required for public traffic and is therefore an unused road.

CONFLICT OF INTEREST

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

FINANCIAL IMPACT

The road intended to be discontinued/closed is a government road and will be closed and sold by DELWP. This will be at no cost to Wellington Shire Council.

LEGISLATIVE IMPACT

Application for Council's consent to the road closure consideration is being undertaken pursuant to sections 349 and 400 of the *Land Act 1958*.

COUNCIL POLICY IMPACT

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

COUNCIL PLAN IMPACT

The Council Plan 2017– 2021 Theme 2 Services & Infrastructure states the following Strategic Objectives and Strategies:

Strategic Objective 2.4

“Continued improvement to Wellington Shire’s connectivity with further developed, accessible transport networks.”

Strategy 2.4.2

“Continue to maintain and enhance Council’s road assets infrastructure.”

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

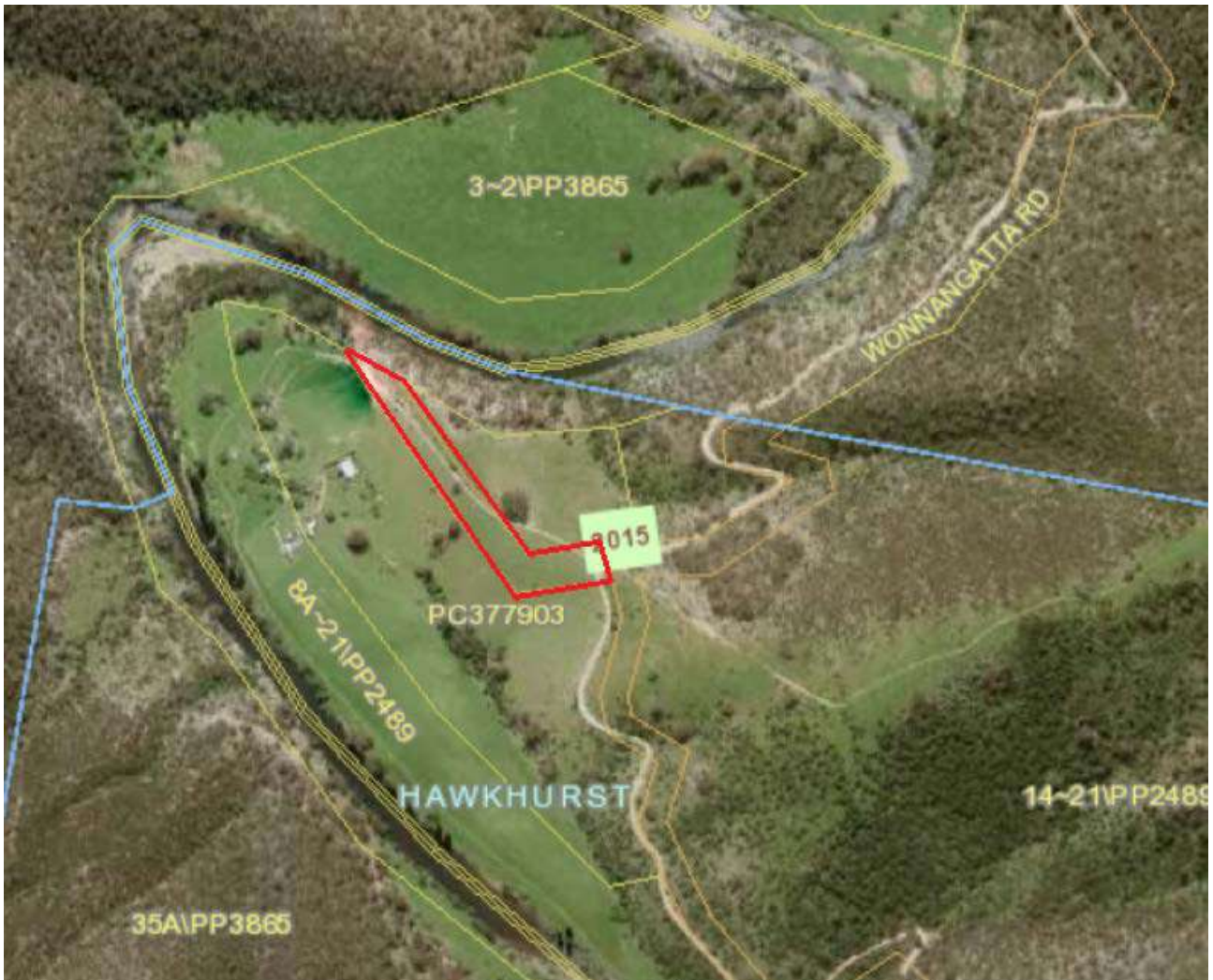
COMMUNITY IMPACT

There will be no negative identifiable community impact as this section of Government road has not been used for many years and is not required for public road purposes.

CONSULTATION IMPACT

Consultation is undertaken with adjacent landowners and the public at the discretion of the Department of Environment, Land, Water and Planning.

**PROPOSED ROAD CLOSURE OF
UNUSED GOVERNMENT ROAD BETWEEN PC377903 AND
CROWN ALLOTMENT 12 A SEC 21
PARISH OF DARGO**



 **GOVERNMENT ROAD TO BE CLOSED**



Department of Environment,
Land, Water & Planning

REF 15L10.6963

CONSENT TO CLOSING OF ROAD

Section 349, Land Act 1958

A road laid out on land of the Crown which is unused as to the whole or any portion of the length or width may be closed by the Governor in Council as to the whole or any part, as the case may be, by order published in the Government Gazette; but only with the concurrence in writing of the Council of the municipality in whose district the road is located, and of the owners of any land adjoining the road.

If the Council favours the closing of the road described in the next paragraph, its concurrence should be given in writing to satisfy the requirements of the relevant legislation. It is suggested that the form of consent at the foot of this sheet should be used to provide the written concurrence of the Council under seal, or under the hand of the Town Clerk or Shire Secretary.

The description of the road is: **Government road adjoining Crown Allotment 12A Section 21 and Lot 2 on LP112240, in the Parish of Dargo and shown shaded red on the attached plan.**

CONSENT

At the meeting of the Council of the Wellington Shire Council held on /.... /.... it was resolved that the Council gives its concurrence to the closing of the subject road pursuant to Section 349 of the Land Act 1958. In giving this consent, Council is aware that should the road be closed, the effect will be that:-

- (a) the closing will be absolute;
- (b) the road will be shown as closed on all departmental plans and Office of Titles charts and on the titles of the abutting lands;
- (c) all rights of carriageway enjoyed by the public will cease; and
- (d) the land in the closed road will become unalienated land of the Crown and can be dealt with under the provisions of the Land Act, which includes the sale of the freehold.

Dated this day of..... 20.....

Council seal or signature)
)
 of Shire Secretary or Town Clerk)

Note: If Council's consent is provided under delegation a copy of the appropriate "Instrument of Delegation" must be returned with this form

DEPARTMENT OF ENVIRONMENT, LAND, WATER AND PLANNING

SCHEDULE 4

Notice of a municipal council under section 400 that a road is unused.

Secretary to the Department of Environment, Land, Water and Planning

Under Section 400 of the Land Act 1958, the municipal council of the municipal district of

WELLINGTON SHIRE COUNCIL

gives notice that the road described in the Schedule below is considered by Council to not be required for public traffic and is therefore an unused road.

SCHEDULE

PARISH	DESCRIPTION OF LOCATION OF ROAD
Dargo	Government road adjoining Crown Allotment 12A Section 21 and Lot 2 on LP112240.

As indicated by red shading on the attached plan

* Signed:

Dated:

witness

* The seal of the municipal council of

as affixed to this on

by

witness

* Delete whichever is not applicable

Our ref. 15L10.6963

ITEM C4.2**PLACE NAMES COMMITTEE MINUTES**

DIVISION: BUILT AND NATURAL ENVIRONMENT

ACTION OFFICER: MANAGER ASSETS AND PROJECTS

DATE: 17 MARCH 2020

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

OBJECTIVE

The purpose of this report is for Council to receive the minutes from the Place Names Committee meeting held on 11 February 2020.

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

1. ***Council receive and note the minutes of the Place Names Committee meeting held on 11 February 2020; and***
2. ***That the name WARNOCK WAY be approved for the subdivision off Blackburn Street and Redbank Road, Stratford; and***
3. ***That the name BARTON COURT be approved for the subdivision at 59 Wyndham Street, Stratford.***

BACKGROUND

The Place Names Committee is an advisory committee that meets quarterly to make recommendations to Council on geographical place name issues.

OPTIONS

Council have the following options available:

1. To receive the minutes of the Place Names Committee and consider each of the recommendations; or
2. Seek further information and consider at a future meeting.

PROPOSAL

That:

1. Council receive and note the minutes of the Place Names Committee meeting held on 11 February 2020.
2. That the name WARNOCK WAY be approved for the subdivision off Blackburn Street and Redbank Road, Stratford.
3. That the name BARTON COURT be approved for the subdivision at 59 Wyndham Street, Stratford.

CONFLICT OF INTEREST

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

LEGISLATIVE IMPACT

The *Local Government Act 1989* provides Council the power to approve, assign or change the name of a road. Council in exercising this power must act in accordance with the guidelines provided for under the *Geographical Place Names Act 1998*.

COMMUNITY IMPACT

The process for the naming or changing of a road or feature name will be followed by contacting the Office of Geographic Names where emergency services are notified, and relevant databases are updated.

**PLACE NAMES COMMITTEE MEETING
11 FEBRUARY 2020
2PM
MACALISTER RIVER ROOM**

ATTENDEES:

Councillor Darren McCubbin (Chair)
Councillor Gayle Maher
Councillor Scott Rossetti
Dean Morahan (Manager Assets & Projects)
Sandra Rech (Coordinator Asset Management)

APOLOGIES: James Blythe (GIS Officer)

MEETING OPENED: 2:10pm

CONFLICT OF INTEREST: Nil

1.0 CONFIRMATION OF MINUTES FROM PREVIOUS MEETING

It was moved:

Cr Rossetti / Cr Maher

That the minutes of the previous Place Names Committee meeting on 3 December 2019 be accepted.

CARRIED

2.0 CURRENT ISSUES

2.1 Street addressing issues, Earl Street, Woodside

There are several issues regarding Earl Street, Woodside (see attached). The street numbering is not consistent and the constructed road segments are not contiguous.

It was moved at the May 2016 Place Names Committee meeting that a letter be sent to the Yarram Historical Society, Woodside Cemetery Trust and Woodside Primary School asking for road name submissions with a connection to the Woodside area and that Councillors arrange a road trip to visit the area.

Suggested names:

- Brennan – large property owner in Woodside
- Collins – large property owner in Woodside and local hotelier
- Buntine – prominent settler in the district. His wife gave birth to the first white child born in Gippsland.

It was moved at 8 August 2017 Place Names Committee meeting that the proposed names BRENNAN, COLLINS and BUNTINE be considered, along with the name LEAR from the ANZAC Commemorative Project; and
That the Committee visit the Woodside area to view the roads.

It was moved at 14 November 2017 Place Names Committee meeting that the section of Earl Street east of High Street and ending at Queen Street, remain named as EARL STREET; and
That the trafficable section of Earl Street west of High Street, Woodside, be renamed BUNTINE ROAD after a prominent settler in the district; and
That the section of Earl Street north of Victoria Street be renamed LEAR LANE after Eric Nightingale Lear, who died in France during the First World War and is commemorated on the Won Wron State School honour roll; and
That all properties accessing these sections of road be advised of this proposal and that it be advertised and that if no negative response is received within 30 days then apply to the Registrar of Geographic Names to formalise these names.

Letters were sent to the affected residents and one letter of objection has been received.
See attachment.

It was moved at 27 February 2018 Place Names Committee meeting that

- (i) Apply to the Registrar of Geographic Names for the trafficable section of Earl Street west of High Street to be renamed Buntine Road; and
- (ii) The section of Earl Street north of Victoria Street be renamed Lear Lane; and
- (iii) Letters be sent to affected property owners outlining the history behind the names selected.

On 20 March 2018, Council endorsed the above and the names were submitted to the Office of Geographic Names and are awaiting approval.

It was moved at 8 May 2018 Place Names Committee meeting that a letter be sent to the objector advising of the appeals process of Geographic Names Victoria as outlined in the Naming Rules for Places in Victoria and that this item remains open.

A letter was sent to the objector advising of the appeals process. Geographic Names Victoria has received a letter of appeal and no further advice has been received.

It was moved at 14 August 2018 Place Names Committee meeting that this item remains open.

Correspondence was received from Geographic Names Victoria and in response at the November 2018 Place Names Committee meeting it was decided that Councillor McCubbin and Councillor Maher make contact with local historians for further information and at the February 2019 Place Names Committee meeting that this item remains open.

Following historical information received from several local historians that Agnes Buntine was worthy of recognition, it was moved at the 25 May 2019 Place Names Committee meeting that a letter be written to Geographic Names Victoria to reaffirm the decision to rename the trafficable section of Earl Street west of High Street, Woodside, BUNTINE ROAD. No further correspondence has been received.

It was moved at the 3 December 2019 Place Names Committee meeting that this item remains open.

Geographic Names Victoria has noted that there is a similar sounding name 'Bunting Track' in Blackwarry, 25km away from the proposed Buntine Lane, which under the duplicate name rule may be considered a potential risk to public safety.

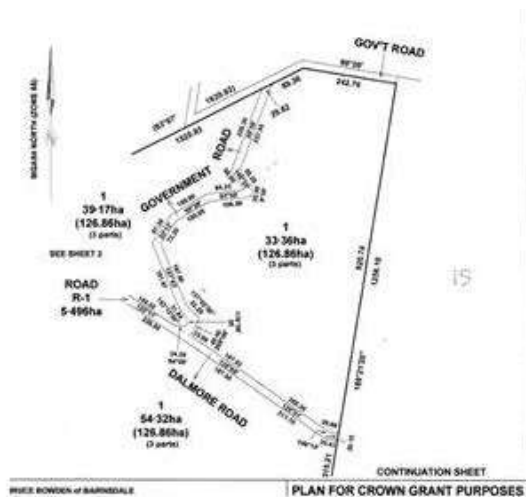
**It was moved:
Cr McCubbin / Cr Maher**

That Councillor McCubbin contact the Woodside Primary School and request that the school children or school council propose road name suggestions to add to the Council Approved Road Names Register for use on roads in the Woodside area.

CARRIED

2.2 Government Road off Dalmore Road, Dargo

There is a road that is being formally created as part of the Dalmore Road, Dargo road exchange and part of this road is incorrectly shown on plans as Government Road which will not be accepted by the Titles Office.



Plan showing name that was not approved by Titles Office



It was moved at the 25 May 2019 Place Names Committee meeting that a letter be sent to Gunaikurnai Land and Waters Aboriginal Cooperation (GLAWAC) to seek an appropriate cultural name to the Dargo area before the next meeting.

A letter was sent to GLAWAC and has been raised with GLAWAC officers although no correspondence or response has been received to date.

It was moved at the 3 December 2019 Place Names Committee meeting that this item remains open.

**It was moved:
Cr McCubbin / Cr Rossetti**

That this item remains open.

CARRIED

2.3 Rue Grande Monde, Sale

A request has been received to correct the spelling of Rue Grande Monde in Sale, to Rue Grand Monde which is the grammatically correct spelling in French.

The original plan of subdivision shows the name 'Rue Grand Monde'. Existing street sign and databases record the name 'Rue Grande Monde'

It was moved at the 3 December 2019 Place Names Committee meeting that a letter be written to affected property owners, recommending that the current spelling of the road name be corrected to Rue Grand Monde, and if no negative responses are received within 30 days, then the name be corrected.

Letters were sent to affected property owners seeking feedback on the correction. No objections were received, and the road name correction has been applied.

**It was moved:
Cr Rossetti / Cr McCubbin**

That this item be closed.

CARRIED

2.4 Proposal to name a road off Blackburn Street and Redbank Road, Stratford (P182/2015 and P362/2017)

This item has been re-opened since it was closed at the Place Names Committee meeting on 14 November 2017.

A request was received to name a road "Winshaven Way" in a proposed subdivision created by P182/2015 & P362/2017 in Stratford. It was moved at the meeting on 9 May 2017 that a response be sent to the proponent rejecting the name Winshaven Way (as it did not meet the naming guidelines), with a list of suggested names from the Council Approved Road Names Register, in particular ANZAC names, with a connection to Stratford.

Another letter (attached) was submitted by the proponent on 27 November 2019 with a new proposal, requesting approval to name the road WINSTON WAY in memory of Pat Winston.

In 1999, Mrs Pat Winston shifted from Glenburn to Stratford. Shortly after, she purchased an 11-acre paddock at the western corner of Redbank Road and Killeen Street. Apart from 7 mature redgums, the paddock was bare. She progressively planted an extensive garden and many trees. In addition, Pat fenced off and encouraged significant self-seeded redgum regrowth.

Sometime later, Pat began investigating the possibility of subdividing her property and eventually obtained a Planning Permit for a 40-lot subdivision in 2009. Pat came up with the name 'Winshaven Way' for the road created by the subdivision. She created the first word of the name by using the first part of her surname combined with the fact that her work over the years had created a significant haven for the local native birds.

During her 14 years in Stratford she (with the help of a friend) set up an arts and craft group and regularly volunteered at the local op shop.

Towards the end of 2013 Pat was planning to proceed with Stage 2 but she became ill and died on 2nd April 2014 at the age of 94. Pat is buried in Stratford Cemetery.

It was moved at the 3 December 2019 Place Names Committee meeting that:

- The name WINSTON WAY is not accepted as it does not meet the naming rules; and
- A letter be sent to the developer, with a link to the naming rules from Geographic Names Victoria and Council's Approved Road Name Register, requesting that a suitable name be proposed; and
- If a suitable name is not proposed by the developer, then the Place Names Committee will nominate a name from the Approved Road Name Register.

The developer has selected the name WARNOCK from the Council Approved Road Names Register and the name WARNOCK WAY has been certified for the subdivision.

**It was moved:
Cr Maher / Cr McCubbin**

That the name WARNOCK WAY be approved for the subdivision off Blackburn Street and Redbank Road, Stratford, and that this item be closed.

CARRIED

3.0 GENERAL BUSINESS

3.1 Proposed naming of Government road off Swans Road, Munro

A request has been received to name a government road off Swans Road in Munro, Schmidt Road. As the name Schmidt sounds similar to Smith Street, Briagolong, it does not meet the duplicate name rule hence the proponent was requested to suggest another name, either from the Approved Road Name Register or a new name.

The proponent has proposed 'Gum Tree Road' as there is a gum tree along the road. Other names suggested are 'Great Northern Road' and 'Northern Road'.

There are 8 properties adjacent to this government road, 4 of which are addressed to Munro-Stockdale Road and 4 of which are addressed to Swans Road.

**It was moved:
Cr McCubbin / Cr Rossetti**

That a letter be sent to adjoining property owners of the unnamed road off Swans Road, Munro, recommending that the unnamed road be named GUM TREE GROVE, and if no objections are received within 30 days, then the name will be registered with Geographic Names Victoria.

CARRIED

3.2 Naming of subdivisional road at 59 Wyndham Street, Stratford (P309/2012, S4/2020)

This is for the Committee's information only; no action is required.

The name BARTON has been selected from the Council Approved Road Names Register to name a road Barton Court at the development at 59 Wyndham Street, Stratford.

It was moved:

Cr Maher / Cr Rossetti

That the name BARTON COURT be approved for the subdivision at 59 Wyndham Street, Stratford.

CARRIED

4.0 NEXT MEETING

12 May 2020

5.0 CLOSE

Meeting closed at 2:40pm.

Attachment for Item 2.1

Earl Street, Woodside

History:

- A submission was made to NES on 10th December 2014 to add to VicMap Transport the extra segments of Earl Street to the South-East of High Street.
- DELWP requested further information for Emergency Services and navigation purposes and noted that there are some addresses assigned are on both sides of South Gippsland Hwy.
- The current addressing/naming scenario does not conform to standards.

Options:

- Do nothing, the potential risk to residents and emergency services will remain.
- Rename the segment to the North-West of High Street and designate as Earl Street one of the two identified segments to the South-East of High Street. The other segment would need to be given a different name.
- Rename the two segments to the South-East of High Street and retain the existing Earl Street in VicMap Transport. This option would appear to be minimise confusion resulting from the change. While four properties will require new addresses, the other options would have required five properties to be readdressed.



placenames@wellington.vic.gov.au

Dear Leah,

Re: **Assessment 262501 – 21 Earl Street, Woodside – renaming of the street.**

I am vehemently opposed to the renaming of the section of Earl Street to the North West of High Street.

The street addressing is an issue mainly because the sections east of High street and north of Victoria Street are not visible on any map. They are not in any Melways, in UBD Gregory's, Google maps, or try finding it on 'Whereis' on line. The section to the northwest of High Street is the only section visible on any of these maps, causing all deliveries or, as you state in your letter of the 8th December 2017, emergency vehicles, to head to the northwest of High Street. If the other sections of Earl Street were to be identified on maps, with street numbers, the locating of addresses would be simplified. Was this solution investigated?

It is also contentious that you have decided that a majority of residents will be required to have a changed address. On the map that you sent with the letter previously mentioned, there are 4 residences in the section northwest of High Street. What was the rationale in deciding to change the street name of that section? There are only two residences that, according to your letter, will retain the Earl Street name.

The new name is another point with which I disagree. There is, and was in the original planning, a theme for naming the streets in the immediate vicinity of Woodside. Buntine does not fit the theme and is connected more with Rosedale and Walhalla than Woodside. It is through Rosedale and to Walhalla that Agnes Buntine drove the bullocks and to quote the Latrobe Valley Express 19/1/18, "she's now a proud fixture in Rosedale's identity". There is not much written about her husband who ran the 'Bush Inn' and minded the 11 children.

There is also the personal attack in the letter of the 8th December 2018. The 3rd paragraph begins "As your property is on the northwest side of High Street it is proposed to rename this section... Buntine Road. This reads as if it is my fault that the Street is to be renamed.

I hope that Council will reconsider the renaming of Earl Street and perhaps look to the original town planning documents during the reconsiderations.

Yours sincerely,

RE-NAMING PROPOSAL – EARL STREET, WOODSIDE

I refer to the above-mentioned naming proposal lodged with my office by your Council under Change request number 107091 and an appeal my office has received against the proposal.

I have several concerns. Currently, I am seeking the following information:

1. Origins of the name – Buntine is “named after a prominent settler in the area.
 - a. We require a copy of the information that Council received from the Historical Society, for this name also for the alternate names being *Brennan* and *Collins* provided by the historical society.
 - b. On what basis did Council decide on the name Buntine?
 - c. The appellant alleges that Mr Buntine was involved with the Warragul Creek Massacre, a member of the Highland Brigade and is mentioned in the carting of the bones in a documentary of the massacre. I’m requesting this be researched to establish whether there is any such connection.
2. Road Extent – Extent: road course, start and end points.
 - a. Please explain why the road bisects properties or land and not is contained within the established road reserves? Clearly the street addressing is not aligned, accordingly.

Should you have any queries or wish to discuss the above, please telephone (03) 919 40282 or via email at geo.names@delwp.vic.gov.au.

Hi all,

Weird that I have chased this up reasonably quickly....

First Linda.... (and messenger is a wonderful thing) *"If you mean Agnes, there is one story around in Blood on the Wattle (not a highly regarded book academically) that she horsewhipped Indigenous people into the sea. It may come from Dunderdale, which is not a true history, rather "faction" That one needs a lot more work. I am not sure I have seen Hugh Buntine linked to massacres - I think he was a little lazy."*

Then I messaged Peter Gardiner and asked him how I can check. *"Sorry Darren. I'm not aware of anywhere you can check but he was in the area fairly soon afterwards as he established his inn near Woodside. Try a few local (ie Seaspray / Darriman / Woodside) historians. I met a historian from down there recently with Libby Balderstone of Warrigal Creek Station"*

The historical record regarding the Buntine name is pretty extensive with a note in the ANU database see <http://adb.anu.edu.au/biography/buntine-agnes-12828> and another one with citations <http://www.oddhistorical.com.au/gippsland/the-colourful-life-of-mother-buntine/> It mentions she (Agnes) had a run on the Bruthen creek and was a significant local settler and of course a woman which deserves attention. There is nothing I can find which suggests she was part of any massacres and none of these records mentions her involvement.

Frankly I would be happy to send these citations through to the Office of Geographic place names along with the insistence we have checked with local historians and there is no evidence to suggest that she was connected to the massacres.

Cheers

Attachment for item 2.3

Rue Grande Monde, Sale

-----Original Message-----

From: [REDACTED]
Sent: Friday, 30 August 2019 2:13 PM
To: Enquiries <enquiries@wellington.vic.gov.au>
Subject: Rue Grand Monde

Good afternoon,

I am writing to voice my frustration about the change in the spelling of our street. As you will be aware, the change took place some time ago, but recent difficulties in renewing our passports when the addresses did not match, prompted me to make contact. The original spelling ("Grand" with no "e") was correct. The adjective "grand", big, describes "monde", world, which is masculine, and therefore needs the masculine adjective, which is the "Grand" with no "e". I know this sounds a bit pedantic but it has caused issues, and I wonder why it was changed from its original (correct) spelling?

Kind regards, [REDACTED]

--

18/12/2019

██████████
SALE VIC 3850

Dear ██████████

PROPOSAL TO CORRECT SPELLING OF 'RUE GRANDE MONDE' TO 'RUE GRAND MONDE'

Council's Place Names Committee has received a request to correct the spelling of 'Rue Grande Monde' which has been identified as incorrect. The correct spelling is 'Rue Grand Monde' (as per the original plan of subdivision) and Council seeks comment from affected property owners.

If you object to the spelling change from 'Rue Grande Monde' to 'Rue Grand Monde' you may lodge an objection which must be received by Council no later than 31 January 2020. This can be by email to PlaceNames@wellington.vic.gov.au or in writing to Place Names Committee, Wellington Shire Council, PO Box 506, Sale VIC 3850. No response will indicate acceptance of the spelling change.

If the proposal to correct the spelling has majority support, Council will proceed to correct the street sign and its databases.

If you have any further questions please feel free to email me at PlaceNames@wellington.vic.gov.au or call me on 5142 3144.

Yours sincerely,



Sandra Rech
Coordinator Asset Management

From: [REDACTED]
Sent: Sunday, 29 December 2019 3:47 PM
To: PlaceNames <placenames@wellington.vic.gov.au>
Subject: Change of Spelling Rue Grande Monde Sale

[REDACTED]

[REDACTED]
Coordinator Asset Management
Wellington Shire Council

Dear [REDACTED]

Ref: Your letter of 18th December 2019

Re: Proposal to Correct Spelling of 'Rue Grande Monde' to 'Rue Grand Monde'

We have no objection to the change of spelling from 'Grande' to 'Grand'.

We do however respectfully request that, on completion of the spelling change, you provide us with an addressed letter on Wellington Shire letterhead stating that the spelling has been changed from 'Rue Grande Monde' to 'Rue Grand Monde' as of (.....) Date.

This is to provide us with an evidentiary document to facilitate the change of address details and to close any possible legal loopholes with respect to some legal documents.

Many thanks.

Yours sincerely

[REDACTED]

Attachment for item 2.4

Proposal to name a road off Blackburn Street and Redbank Road, Stratford (P182/2015 and P362/2017)

The Place Names Committee

In May 2017 my family's application to have the road created by my [REDACTED] subdivision at 17 Redbank Road in Stratford (P285/2009 then P182/2015) named Winshaven Way was rejected. The name was one that [REDACTED] (Pat Winston) had devised. My recollection is that I was verbally advised the request was rejected because, at that time, only Anzac related names were being accepted.

I now wish, on behalf of my family, to apply to have the road named Winston Way – see attached plan.

Background to the request

- In 1999, at the age of 79, [REDACTED] Mrs Pat Winston shifted from Glenburn to Stratford to be near her daughter [REDACTED].
- Pat subsequently purchased an 11 acre paddock at 17 Redbank Road, Stratford.
- In 2000 Pat relocated a building from Maffra to the paddock and converted it into a pleasant dwelling and planted an extensive garden and many trees.
- Starting around 2003, Pat began investigating the possibility of subdividing her property and after a number of years and much effort obtained a Planning Permit for a 40 lot subdivision in 2009.
- In 2012 Pat completed the 10 lot Stage 1 of her subdivision in Killeen Street and planned to continue with additional stages when the market was favourable.
- Towards the end of 2013 Pat was planning to proceed with Stage 2 – 7 lots in Blackburn St – when she became ill and died on 2nd April 2014 at the age of 94. Pat is buried in Stratford Cemetery.
- Her estate was sold to [REDACTED] in Jan 2016.

This request is made based on information contained in the Commemorative Names section of Council's 'Council Approved Road Names Register'. This section indicates that an appropriate name for a road can be that of the developer. As can be seen from the background information above, it is clear that Pat Winston was the driving force behind the development.

The request has (a) the approval of the current owners and developers of the subject land – [REDACTED] and (b) the developers of the adjoining property through which the road will continue – [REDACTED].

My [REDACTED] was a truly loving, kind, generous, gracious, mentally active and extremely creative (both artistically and otherwise) person all her life, forever coming up with plans and schemes for things to be done, both for herself and members of the family – a truly remarkable lady who continues to be sadly missed. The family would be extremely grateful if this request was granted.

Regards

[REDACTED]



Attachment for item 3.1

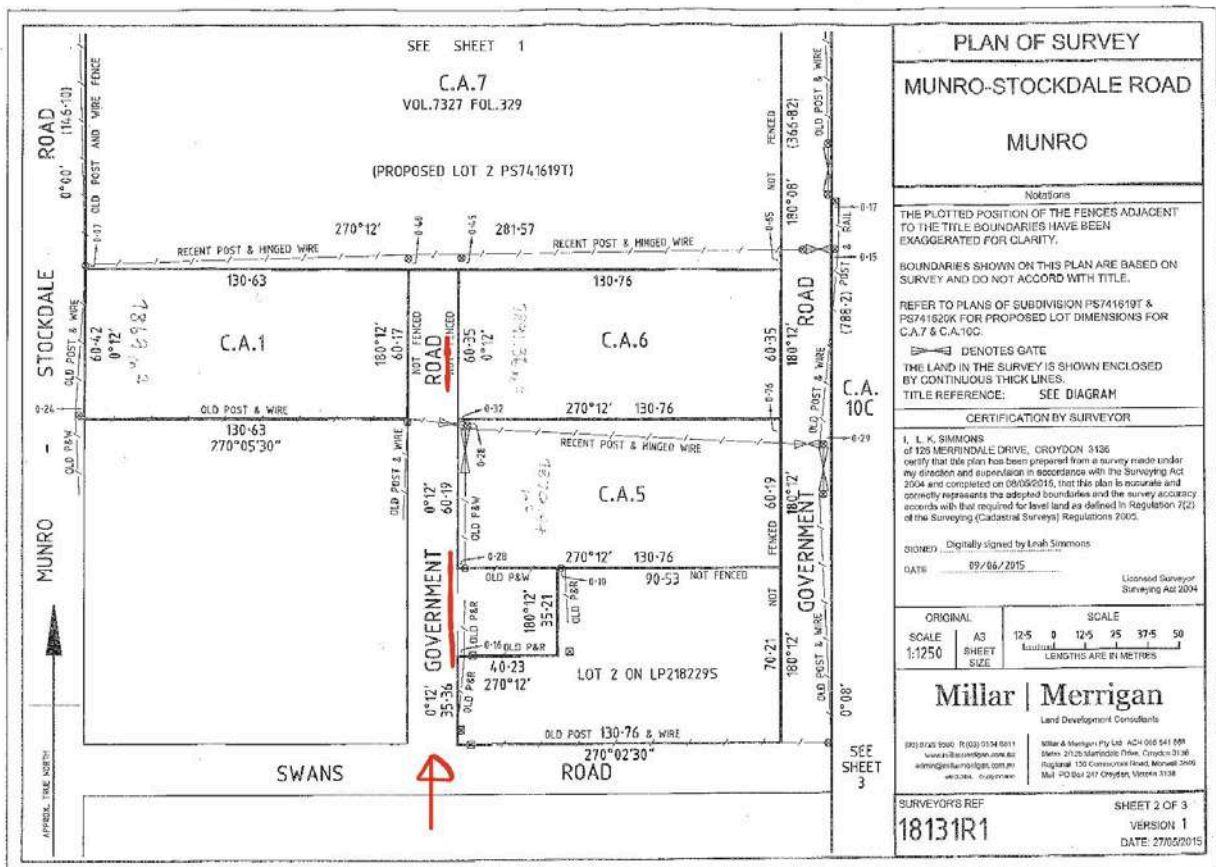
Proposed naming of Government road off Swans Road, Munro

From: [REDACTED]
 Sent: Thursday, 2 January 2020 12:57 PM
 To: Enquiries <enquiries@wellington.vic.gov.au>
 Subject: Att [REDACTED]

Hi [REDACTED],

I am emailing to inquire about the government road off of swans road in the township of Munro as per the attachment.

We are about to buy the land CA6 and are planning on building I was wondering if I could put in a name suggestion for the road being Schmidt Road?



From: [REDACTED]
Sent: Friday, 7 February 2020 8:41 PM
To: [REDACTED]
Subject: Re: Naming proposal - Schmidt Road

Hi [REDACTED],

Sorry for the late notice, but I would also like to put forward Great Northern Rd, or Northern rd.
Kind Regards,

[REDACTED]

[REDACTED]

On 13 Jan 2020, at 9:23 am, [REDACTED]:

Hi [REDACTED],

I'll put forward Gum Tree Road to the Committee (Crs. McCubbin, Maher & Rossetti). The next meeting is scheduled for 11 February.
It will also be handy to suggest a few other names as backups, just in case Gum Tree is rejected.

Kind regards,

[REDACTED]

From: [REDACTED]
Sent: Friday, 10 January 2020 4:55 PM
To: [REDACTED]
Subject: Re: Naming proposal - Schmidt Road

Hi [REDACTED],

Sorry about that, there is a gum tree on the road so I was thinking GumTree Road?

Kind Regards,

[REDACTED]

[REDACTED]

On 10 Jan 2020, at 10:12 am, [REDACTED]:

Dear [REDACTED],

Thanks for getting back to me so quickly with an alternative suggestion. The name Honey on the approved road list is for the Maffra area, would you be able to select another name that is associated with the Stratford area instead? Suggested names are Aspinall, Hazlett, Tueski or one of the Wellington Shire names (Chough, Tarndang). These names should satisfy the duplicate name rule (some of the other names on the list don't).

Or you could propose a new commemorative name with supporting background information, or perhaps flora/fauna names, as long as they meet the naming rules.

Kind regards,

[REDACTED]

From: [REDACTED]
Sent: Thursday, 9 January 2020 7:16 PM
To: [REDACTED]
Subject: Re: Naming proposal - Schmidt Road

Hi [REDACTED],
Thanks for that, I would like to put forward Honey Lane if possible please.
Kind Regards,

[REDACTED]
[REDACTED]

On 6 Jan 2020, at 3:24 pm, [REDACTED]:

Dear [REDACTED]

Thank you for your recent correspondence in which you suggest that the Government Road off Swans Road, Munro, be named Schmidt Road.

Any naming proposal is forwarded to Council's Place Names Committee for consideration, which meets quarterly. A naming proposal must meet the State Government's *Naming rules for places in Victoria*, which may be found at <https://www.propertyandlandtitles.vic.gov.au/naming-places-features-and-roads/naming-rules-for-places-in-victoria>

Under Principle D of the naming rules, duplicate names (including names that have similar spelling or pronunciation) within a radius of 30km in a rural area will not be accepted by Geographic Names Victoria. A duplicate name search on the VicNames website indicates that the name Schmidt would sound similar to Smith Street in Briagolong (approximately 13km away), hence would be refused on this basis.

You may suggest an alternative name (in accordance with the naming rules) or select a name from the Council Approved Road Name Register relevant to the area, which I have attached for you (also available on the Council website). If a commemorative name is proposed, then sufficient background information on the person, noting their association with the area and any notable achievements and/or contributions to the community, should be provided to the Place Names Committee via email to PlaceNames@wellington.vic.gov.au.

Note that Council is also required to undertake a consultation process with owners of the properties adjoining the Government Road to determine if there is consensus on the proposed name.

The next Place Names Committee will be held in February 2020 (date to be confirmed) so if you have another suggestion, please provide any information by 31 January. Feel free to contact me on [REDACTED] if you require any clarification on the process.

Kind regards,

[REDACTED]



C5 - REPORT

GENERAL MANAGER COMMUNITY AND CULTURE

ITEM C5.1**COMMUNITY MANAGED FACILITIES STRATEGY – COMMUNITY CONSULTATION**

DIVISION: COMMUNITY AND CULTURE
 ACTION OFFICER: COORDINATOR COMMUNITY COMMITTEES
 DATE: 17 MARCH 2020

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

OBJECTIVE

The objective of this report is for Council to approve the draft Community Managed Facilities Strategy (2020-25) and related documents, as attached, and release for community consultation for a period of six weeks.

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

That:

- 1. Council approve the draft Community Managed Facilities Strategy (2020-25) and related documents for community consultation for a period of six weeks**
- 2. The information contained in the confidential attachment at Item F1.3 of this Council Meeting and designated under Section 77 Clause (2)(c) of the Local Government Act 1989 as confidential by the General Manager Community and Culture on 6 March 2020 because it relates to the following grounds under Section 89(2) of the Local Government Act 1989: h) Any other matter which the Council or special committee considers would prejudice the Council or any person be designated confidential information under Section 77 clause (2)(b) of the Local Government Act 1989.**

BACKGROUND

The purpose of the Community Managed Facilities Strategy (2020-25) is to guide Council in supporting volunteer committees of management, and the facilities they operate, to meet the needs of our community. Successful delivery of this Strategy will lead to:

1. Facility provision that meets the needs of current and future populations;
2. Facility provision that results in positive health and wellbeing outcomes;
3. The ability for volunteer committees of management to manage, maintain and govern community facilities to agreed standards and feel supported by Council and others in fulfilling this role.

The Community Managed Facilities Strategy (2020-25) builds on the existing Community Facilities Framework 2016. The development of other Council strategic documents (Wellington 2030,

Healthy Wellington, Urban Paths Plan, Public Open Space Plan etc) has changed the need for a specific Community Managed Facilities Strategy and highlighted the need for an outcome-focused asset and service management approach.

The Community Managed Facilities Strategy (2020-2025) is organised into four themes and each will lead to key changes in the way Council operates and interacts with facilities and the volunteers who run them.

There are three parts to the strategy that will be made available to the public during the consultation process:

1. Draft Community Managed Facilities Strategy 2020-25 Executive Summary.
This document summarises the ten agreed key principles and 15 agreed changes and actions to be undertaken.
2. Draft Community Managed Facilities Strategy 2020-25.
3. Draft Community Managed Facilities Strategy 2020-25 Research and consultation paper.
This document contains the research completed which informs the key changes and detailed information on the results of the community committees survey.

In preparing the draft strategy, research was conducted into best practice risk management, asset management, land management, volunteer support and how best to shift the focus from building infrastructure to encouraging better community outcomes from its use. This research included benchmarking against other local government organisations regarding community committees support and asset management.

At different times throughout the process of preparing the draft strategy, community consultation was undertaken including a comprehensive survey of all community committees currently supported by Council. This survey had a 73% response rate and encompassed all aspects of community committees of management functions and activities. Consultation also included workshopping and testing of potential inclusions in the strategy and implementation implications via focus groups made up of members of community committees of management. Finally, comprehensive workshopping with councillors as elected community representatives has taken place.

The draft strategy therefore responds to contemporary practices for providing support for communities to assist them with responsible and sustainable management of community assets and contains localised actions for appropriate support and guidance for Wellington Shire committees of management.

OPTIONS

Council has the following options:

1. That Council approve the draft Community Managed Facilities Strategy (2020-25) and related documents for community consultation for a period of six weeks; or
2. Seek further information to be considered at a future Council meeting.

PROPOSAL

That Council approve the draft Community Managed Facilities Strategy (2020-25) and related documents, as attached at Item F1.3 Community Managed Facilities Strategy – Community Consultation, and release for community consultation for a period of six weeks.

CONFLICT OF INTEREST

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

FINANCIAL IMPACT

Community consultation regarding the draft Community Managed Facilities Strategy will have no financial impact.

The Community Managed Facilities Strategy (2020-25), if adopted as drafted, will guide Council's priorities for financial investment in community managed facilities and financial support for community committees of management into the future.

Year one of the strategy, if adopted, will focus on risk and compliance of community managed facilities and support for committees to responsibly manage assets and for Council to ensure it meets landlord responsibilities. The amount of operating subsidies to be provided by Council to community committees, to support increased reporting and evidence requirements for compliance activities, will be reviewed for year one and is expected to increase overall with changes to be considered by Council as part of normal annual budget process.

Later years of the strategy's implementation will focus on activation of facilities via people, programs and activities and services and financial impacts of improvements and change will be considered by Council as part of normal annual budget processes throughout the life of the strategy.

COUNCIL PLAN IMPACT

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

Strategic Objective 2.1

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

Strategy 2.1.1

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

Strategic Objective 2.2

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

Strategy 2.2.1

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

Strategy 2.2.2

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

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

RESOURCES AND STAFF IMPACT

Community consultation regarding the draft Community Managed Facilities Strategy (2020-25) will be undertaken with the resources of the Community Wellbeing business unit.

COMMUNITY IMPACT

The community will have the opportunity to provide feedback relating to the draft Community Managed Facilities Strategy (2020-25) and its outcomes.

ENGAGEMENT IMPACT

Community engagement will be in accordance with the community engagement plan developed for this project, which includes media releases, information emailed directly to all relevant committees and information sessions.

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

DIVISION: COMMUNITY AND CULTURE
 ACTION OFFICER: MANAGER COMMUNITY WELLBEING
 DATE: 17 MARCH 2020

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

OBJECTIVE

For Council to receive the minutes from the Cameron Sporting Complex Committee of Management's General Meeting held on 30 January 2020.

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

That Council receive the minutes from the Cameron Sporting Complex Committee of Management's General Meeting held on 30 January 2020.

BACKGROUND

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

The objectives of the special committee are:

- To manage, operate and maintain the Cameron Sporting Complex for the community in an efficient, effective and practical manner.
- To undertake activities designed to protect, promote, utilise and develop the Cameron Sporting Complex for the use and enjoyment of the local community in line with Council policy and relevant Council strategic documents.
- To keep the Council informed on the operations, improvements and advancements of the Cameron Sporting Complex 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 Cameron Sporting Complex's capital assets are adequately maintained.
- To provide advice to Council on matters relating to the Cameron Sporting Complex.

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 Cameron Sporting Complex Committee of Management are open to the public.

OPTIONS

Council has the following options:

1. Receive the minutes from the Cameron Sporting Complex Committee of Management's General Meeting held on 30 January 2020; or
2. Seek further information to be considered at a future Council meeting.

PROPOSAL

That Council receive the minutes from the Cameron Sporting Complex Committee of Management's General Meeting held on 30 January 2020.

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 5.1.4 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.

CAMERON SPORTING COMPLEX

Special Committee of Council

MINUTES

MEETING DATE 30th JANUARY 2020, 6.30pm
Cameron Sporting Complex



Meeting Opened Time: 6.30pm

1. Present / Apologies

Name	Title	Representing	Present / Apology
Malcolm Hole	Councillor		*
Peter Anderson	Chairperson	Community	*
Robyn Dowse		Maffra Gymnastics	*
Pat Weatherley	Secretary	Maffra Junior Football	*
Anna Gaw	Treasurer	Community	*
Brad Spinner		Community	*
Tracy Cameron		Community	*
Luke Heyne		Community	
Craig Sellings		Maffra Cricket	
Yvonne Higgins		Maffra Basketball	*

Quorum Achieved? Yes

Guests: Sam Matthews, Bernard Whelan - Apologies Martin Angliss

Declaration of Conflicts of Interest: Nil

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

Moved: T. Cameron Seconded: A. Gaw CARRIED

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

3. Business Arising from Previous Minutes:
Nil.

4. Correspondence In:
Nil.

5. Correspondence Out :
Nil.

6. Reports

6.1 Chairperson's Report: Nil

6.2 Treasurer's Report: As tabled

Moved A. Gaw 2nd: B. Spinner

6.3 User Group Reports

Gymnastics

See Attached.

Basketball

- CBL presentation night
 - Ladies B&F Maddy Wild, R/U Paige Biddle, Coaches Faith Biddle
 - Mens B&F Sam Whelan, R/U Fraser Brouns, Coaches James Whelan
- Country Junior Cup – Jaime Gallatly & Jack Hrehoresen played with Kaleb Sclater coaching. All were part of grand final teams with Jaime & Kaleb's team taking out the win.
- Jack Hrehoresen has been selected in the u18 Victoria Country team to compete at the upcoming Australian Junior Championships at Ballarat.
- Teams played recently at the Dandenong tournament with the u10 boys winning the division one g/f.
- Season starts Monday.

Junior Football

Nil

Cricket

Nil

7. Volunteers

8. OHS / Risk / Facility Fault Report

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

10. General Business:

- Sam gave an update on the project and plans were presented for the office/kitchen designs.
- Malcolm thanked Sam for her dedication to the project. We are lucky to have her in charge. Thanks Sam. Committee members present unanimously supported this.

11. Next Meeting: 20th February 2020

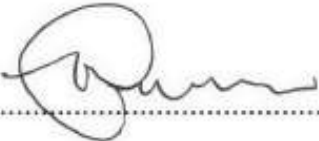
Meeting Closed Time: 7:32pm

These minutes are:

Confirmed as true and correct on *20th February 2020*
Date

Or

Corrections have been made and noted at the meeting on
Date

Chairperson Signature.....


Gymnastics Information for CSC Committee
January 2020

1. We had 51 gymnasts come to our Summer Camp last week. We had challenges with the weather and flies, but we got through and the girls enjoyed it and it was a great way to start the year off.
2. All our classes are full and ready to start next week. We thought that if any kids drop out, that we will hold off filling their position until we move into the show court later in the year and we know how well we will fit in there.
3. On March 15 we have another Tumbling State Team trial. This time we are running the competition here at Maffra. We already have 2 girls that have qualified for Nationals and hopefully we will have a few more make the team.

CAMERON SPORTING COMPLEX - COMMITTEE OF MANAGEMENT
FINANCIAL STATEMENT - MONTH ENDED 31st JANUARY 2020

CHEQUE ACCOUNT
RECEIPTS

	JANUARY	Y.T.D.
Wellington Shire:		
Maintenance Grant		
Audit Works		\$ 48,411.25
Reimburse Water		\$ 4,736.83
Reimbursements:		
Basketball Association		\$ 11,242.25
Gymnastics		\$ 6,250.17
Rentals:		
Maffra Junior Football Club		
Maffra Hockey Club		
Maffra Cricket Club		\$ 6,615.00
Schools		
Miscellaneous Rentals		
Other Income:		
Miscellaneous		
GST Reimbursement		\$ 2,478.43
GST Collected on Receipts		\$ 2,410.72
Bank Interest		
Transfers:		
From Investment Acc		\$ 43,000.00
From Term Deposit		\$ 5,000.00

PAYMENTS

	JANUARY	Y.T.D.
Electricity - Reserve:	\$ 1,259.33	\$ 11,147.87
Gippsland Water		\$ 8,197.44
Origin		\$ 270.51
Stadium:		
Origin		\$ 1,500.22
Mowing Contract:	\$ 1,881.57	\$ 13,170.99
Contract Cleaning:	\$ 1,017.49	\$ 12,511.34
Maintenance:		
Stadium		\$ 1,905.63
Reserve/Pavilion		\$ 3,065.27
Miscellaneous:		
Rubbish Collection		\$ 1,890.91
Toilet Supplies	\$ 387.32	\$ 931.10
Audit Costs		\$ 300.00
Sundries:		
PO Box Rental		
Postage		\$ 45.45
Materials		
Equipment		
Bank Charges		\$ 0.70
Other Expenses:		
GST on Expenses	\$ 454.57	\$ 4,751.13
GST to Shire	\$ 144.90	\$ 144.90
Transfer:		
To Investment Account		\$ 65,000.00
Term Deposit		
Electricity - Pump		\$ 471.72
WSC - Misc		\$ 300.00

Total Receipts	\$ -	\$ 130,144.65
Balance 1st July 2019		\$ 2,013.56
Total		\$ 132,158.21

Total Payments	\$ 5,145.18	\$ 125,605.18
Balance 31st January 2020		\$ 6,553.03
Total		\$ 132,158.21

Bank Reconciliation

Balance as per Bank Statement (copy attached)	\$ 8,098.32
Less unrepresented cheques	
Cheque No. 1940	\$ 1,545.29

Balance as at 31st January 2020	\$ 1,545.29
	<u>\$ 6,553.03</u>

**SAVINGS ACCOUNT
RECEIPTS**

	JANUARY	Y.T.D.
Interest	\$ 0.67	\$ 9.82
Transfers in		\$ 45,000.00
Total Receipts	\$ 0.67	\$ 45,009.82
Balance 1st July 2019		\$ 10,086.32
Total		\$ 55,096.14

PAYMENTS

	JANUARY	Y.T.D.
BANK CHARGES		
Transfers Out		\$ 43,000.00
Total Payments	\$ -	\$ 43,000.00
Balance 31st January 2020		\$ 12,096.14
Total		\$ 55,096.14

Bank Reconciliation

Passbook Balance as at 31st January 2020

\$ 12,096.14**TERM DEPOSIT
RECEIPTS**

	JANUARY	Y.T.D.
Interest	\$ 295.57	\$ 1,161.36
Transfers in		\$ 20,000.00
Total Receipts	\$ 295.57	\$ 21,161.36
Balance 1st July 2019		\$ 62,775.38
Total		\$ 83,936.74

PAYMENTS

	JANUARY	Y.T.D.
Bank Charges		\$ 5,000.00
Transfers Out		
Total Payments	\$ -	\$ 5,000.00
Balance 31st January 2020		\$ 78,936.74
Total		\$ 83,936.74

Bank ReconciliationTerm Deposit Balance as at 31st January 2020
\$ -\$ 78,936.74**ACCOUNT SUMMARY**

Cheque Account	\$ 6,553.03
Savings Passbook	\$ 12,096.14
Term Deposit	\$ 78,936.74
TOTAL 31st January 2020	\$ 97,585.91



034/02070 009936



WELLINGTON SHIRE COUNCIL
PO BOX 618
MAFFRA VIC 3860



Your details at a glance

BSB number	633-000
Account number	108684895
Customer number	6626006/1601
Account title	WELLINGTON SHIRE COUNCIL- CAMERON SPORTING COMPLEX COMMITTEE OF MANAGEMENT

Account summary

Statement period	1 Jan 2020 - 31 Jan 2020
Statement number	251
Opening balance on 1 Jan 2020	\$13,071.20
Deposits & credits	\$0.00
Withdrawals & debits	\$5,772.94
Closing Balance on 31 Jan 2020	\$8,098.32

Any questions?
Contact Renee Vidler at 146 Johnson Street, Maffra 3860
on **03 5141 1999**, or call **1300 BENDIGO**
(1300 236 344).

Bendigo Club Account

Date	Transaction	Withdrawals	Deposits	Balance
Opening balance				\$13,871.26
1 Jan 20	Monthly Transaction Summary			
	CHEQUE WITHDRAWALS (9 @ 0.70)	6.30		
	Total Transaction Fees	6.30		
	ACCOUNT REBATE		6.30	
	Total Rebates		6.30	
	Net Transaction Fees for December 19	0.00		13,871.26
8 Jan 20	CHEQUE 1936	1,142.35		12,728.91
10 Jan 20	CHEQUE 1937	84.70		12,644.21
14 Jan 20	CHEQUE 1929	946.00		11,698.21
29 Jan 20	CHEQUE 1941	144.90		11,553.31
29 Jan 20	CHEQUE 1939	1,385.26		10,168.05
29 Jan 20	CHEQUE 1938	2,069.73		8,098.32
Transaction totals / Closing balance		\$5,772.94	\$0.00	\$8,098.32

#488H104 / E-0070 / S-3855 / F-7308 / 00062600000707517



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 if your query requires a written response, we will advise you that a response will be forthcoming 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.

CHAT ROOM –

GALLERY COMMENTS –

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**

ITEM F1.1 CONTRACT 2016-071 BANKING SERVICES EXTENSION (Refer to Agenda Item C2.4)



WELLINGTON
SHIRE COUNCIL

The Heart of Gippsland

**ORDINARY COUNCIL MEETING
17 MARCH 2020**

On this 28th day of February 2020, in accordance with Section 77 Clause (2)(c) of the *Local Government Act 1989*; I, Arthur Skipitaris (Delegate) declare that the information contained in the attached document **CONTRACT 2016-071 BANKING SERVICES EXTENSION** is confidential because it relates to the following grounds under Section 89(2) of the *Local Government Act 1989*:

c) contractual matters.

A handwritten signature in black ink, appearing to be 'AS', written over a horizontal line.

.....
General Manager Corporate Services (Delegate)

ITEM F1.2 AUDIT & RISK COMMITTEE MINUTES 24 FEBRUARY 2020 (Refer to Agenda Item C2.3)



WELLINGTON
SHIRE COUNCIL
The Heart of Gippsland

**ORDINARY COUNCIL MEETING
17 MARCH 2020**

On this 2nd day of March 2019, in accordance with Section 77 Clause (2)(c) of the *Local Government Act 1989*, I, Arthur Skipitaris (Delegate) declare that the information contained in the attached document **AUDIT & RISK COMMITTEE MINUTES 24 FEBRUARY 2020** is confidential because it relates to the following grounds under Section 89(2) of the *Local Government Act 1989*:

- f) legal advice
- h) any other matter which the Council or special committee considers would prejudice the Council or any person.

A handwritten signature in black ink, appearing to be 'AS', written over a horizontal line.

.....
General Manager Corporate Services (Delegate)



WELLINGTON
SHIRE COUNCIL
The Heart of Gippsland

ORDINARY COUNCIL MEETING 17 March 2020

On this day 6 March 2020, in accordance with Section 77 Clause (2)(c) of the *Local Government Act 1989*; I, Sharon Houlihan, General Manager Community and Culture declare that the information contained in the attached document **COMMUNITY MANAGED FACILITIES STRATEGY – COMMUNITY CONSULTATION DRAFT STRATEGY DOCUMENTS** 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 'Shoulihan'.

.....
SHARON HOULIHAN, GENERAL MANAGER COMMUNITY AND CULTURE

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.