



WELLINGTON
SHIRE COUNCIL

The Heart of Gippsland

Council Meeting Agenda

Meeting to be held at

Port Of Sale Civic Centre

Foster Street, Sale

Tuesday 5 August 2014, commencing at 3pm

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

ORDINARY MEETING OF COUNCIL – 5 AUGUST 2014

AGENDA & TABLE OF CONTENTS

	ITEM	PAGE NUMBER
A	PROCEDURAL	
A1	STATEMENT OF ACKNOWLEDGEMENT AND PRAYER	
A2	APOLOGIES	
A3	DECLARATION OF CONFLICT/S OF INTEREST	
A4	CONFIRMATION OF MINUTES OF PREVIOUS COUNCIL MEETING	7
A5	BUSINESS ARISING FROM PREVIOUS MEETING/S	9
A6	ACCEPTANCE OF LATE ITEMS	10
A7	NOTICES OF AMENDMENT OR RESCISSION	11
A8	NOTICES OF MOTION	12
A9	RECEIVING OF PETITIONS OR JOINT LETTERS	13
	Item A9(1) Outstanding Petitions	14
	Item A9(2) Response to Petition: Request not to close the Sale Transfer Station	15
A10	INVITED ADDRESSES, PRESENTATIONS OR ACKNOWLEDGEMENTS	18
A11	GALLERY COMMENTS	19
A12	QUESTIONS ON NOTICE	20
	Item 12(1) Outstanding Questions on Notice	21
	Item 12(2) Response to Question on Notice: Federal Road Funding	22
A13	MAYOR'S REPORT	
A14	YOUTH COUNCIL REPORT	
B	REPORT OF DELEGATES	34
C	OFFICERS' REPORT	
	C1 CHIEF EXECUTIVE OFFICER	35
	ITEM C1.1 MAV CALL TO PARTIES – STATE ELECTION 2014	36
	C2 GENERAL MANAGER GOVERNANCE	58
	ITEM C2.1 REMUNERATION COMMITTEE MINUTES	59
	ITEM C2.2 COUNCIL FINANCIAL AND KEY STRATEGIC ACTIVITY QUARTERLY REVIEW	70
	ITEM C2.3 ASSEMBLY OF COUNCILLORS	88

	ITEM	PAGE NUMBER
	C3 GENERAL MANAGER DEVELOPMENT	95
	ITEM C3.1 PLANNING DECISIONS	96
	C4 GENERAL MANAGER BUILT & NATURAL ENVIRONMENT	104
	ITEM C4.1 PLACE NAMES COMMITTEE MINUTES	105
	C5 GENERAL MANAGER LIVEABILITY	114
	ITEM C5.1 MAFFRA RECREATION RESERVE COMMITTEE OF MANAGEMENT MINUTES	115
	ITEM C5.2 BRIAGOLONG QUARRY RESERVE COMMITTEE OF MANAGEMENT MINUTES	122
	ITEM C5.3 CAMERON SPORTING COMPLEX COMMITTEE OF MANAGEMENT MINUTES	127
	ITEM C5.4 MAFFRA RECREATION RESERVE COMMITTEE OF MANAGEMENT TERMS OF REFERENCE AMENDMENT	143
	ITEM C5.5 ESSO BHP BILLITON WELLINGTON ENTERTAINMENT CENTRE ADVISORY GROUP MINUTES	153
	ITEM C5.6 GIPPSLAND ART GALLERY ADVISORY GROUP MINUTES	157
D	URGENT BUSINESS	162
E	FURTHER GALLERY AND CHAT ROOM COMMENTS	162
F	CONFIDENTIAL ATTACHMENTS	
G	IN CLOSED SESSION	164
	ITEM G1 CITY MEMBERSHIP – RACV CITY CLUB	
	ITEM G2 CEO PERFORMANCE REVIEW AND KEY RESULT AREAS	



Council Meeting Information

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

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

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



A - PROCEDURAL



STATEMENT OF ACKNOWLEDGEMENT

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



PRAYER

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

Amen



A - PROCEDURAL

A4 CONFIRMATION OF MINUTES OF PREVIOUS COUNCIL MEETING/S

ITEM A4**ADOPTION OF MINUTES OF PREVIOUS MEETING/S**

ACTION OFFICER:

GENERAL MANAGER GOVERNANCE

DATE:

5 AUGUST 2014

OBJECTIVE

To adopt the minutes of the Ordinary Council Meeting of 15 July 2014 as tabled.

CONFLICT OF INTEREST

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

PUBLIC QUESTIONS AND COMMENTS FROM THE GALLERY

RECOMMENDATION

That Council adopt the minutes and resolutions of the Ordinary Council Meeting of 15 July 2014 as tabled.



A - PROCEDURAL

A5 BUSINESS ARISING FROM PREVIOUS MEETING/S

ITEM A5**BUSINESS ARISING FROM PREVIOUS MEETING/S**

ACTION OFFICER

CHIEF EXECUTIVE OFFICER

DATE:

5 AUGUST 2014

ITEM	FROM MEETING	COMMENTS	ACTION BY
Nil			



A - PROCEDURAL

A6 ACCEPTANCE OF LATE ITEMS



A - PROCEDURAL

A7 NOTICE/S OF AMENDMENT OR RESCISSION



A - PROCEDURAL

A8 NOTICE/S OF MOTION



A - PROCEDURAL

A9 RECEIVING OF PETITIONS OR JOINT LETTERS

ITEM A9(1)**OUTSTANDING PETITIONS**

ACTION OFFICER

GOVERNANCE

DATE:

5 AUGUST 2014

ITEM	FROM MEETING	COMMENTS	ACTION BY
Receipt of Petition: Closure of the Sale Transfer Station	15 July 2014	Refer to Item A9(2) of this meeting	Manager Natural Environment & Parks

ITEM A9(2)**RESPONSE TO PETITION: REQUEST TO NOT CLOSE THE SALE TRANSFER STATION**

DIVISION: BUILT AND NATURAL ENVIRONMENT
ACTION OFFICER: MANAGER NATURAL ENVIRONMENT & PARKS
DATE: 5 AUGUST 2014

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

OBJECTIVE

To provide Council with a response to a petition requesting Council save the Sale Transfer Station.

BACKGROUND

A petition was received by Council at the 15 July 2014 council meeting. The petition requested Council save the Sale Transfer Station.

At the Council meeting of 19 November 2013 Council resolved to close the Sale Transfer Station on 30 June 2014.

The site is now closed with decommissioning having already commenced.

At the 15 July Council meeting, Mr. Bob Slade sought clarification on the following matters (answers provided):

1. What is the cost to close the facility and the projected annual savings?
 - The 2014/15 budget has allocated \$200,000 for the decommissioning of the site.
 - Closure of Sale Transfer Station will result in an annual operational saving of \$220,000 increasing annually (in line with future contract payments).
 -
2. How did Council ascertain cost per tonne figures?
 - The figures were based on the 2012/13 financial year. The cost per tonne is derived from dividing the annual operating cost (contract payments) of each facility into the number of tonnes received annually at that facility. That is:
 - Sale TS = \$219,760 / 257 tonnes received = \$855.03/t
 - Kilmany = \$689,698 / 19,803 tonnes received = \$34.83/t

OPTIONS

Council has the following options:

1. Cease the decommissioning works and re-open the facility; or
2. Continue with the decommissioning as resolved at the 19 November 2013 Council meeting.

PROPOSAL

That:

1. Council not agree to the petition request to save the Sale Transfer Station;

2. Council authorise officers to continue with the implementation of the Transfer Station closure and decommissioning as planned and previously approved at the 19 November 2013 Council Meeting; and
3. Council advise the head petitioner of the decision of Council in relation to their petition regarding the saving of the Sale Transfer Station.

CONFLICT OF INTEREST

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

FINANCIAL IMPACT

- Closure of Sale Transfer Station will result in an annual operational cost saving of \$220,000 increasing annually (in line with future contract payments).
- The decommissioning is funded in the 2014/15 capital budget.

ENVIRONMENTAL IMPACT

The Sale Transfer Station has limited recycling and resource recovery opportunity. The Kilmany Resource Recovery Centre Walking Floor has significant additional capacity to sort waste and provides opportunity for more efficient waste diversion from landfill.

Closure will reduce the litter and improve amenity in surrounding Sale urban area and sporting precinct.

RISK MANAGEMENT IMPACT

Closure of the Sale Transfer Station will mitigate the following risks:

- Ageing infrastructure of 30+ years at the Sale Transfer Station requires significant upgrade to meet current best practice guidelines and OH&S standards.
- Issues with operational constraints at Sale including litter and amenity in surrounding urban area and sporting precinct

COUNCIL PLAN IMPACT

The Council Plan 2013–17 Theme Natural Environment states the following strategic objective and related strategy:

Strategic Objective

"A community focused on sustainable living and the future protection of Wellington's Natural Environment."

Strategy 3.2

"3.2 Demonstrate leadership in efficient energy use, waste and water management."

The Council Plan 2013–17 Theme Infrastructure states the following strategic objective and related strategy:

Strategic Objective

“Assets and infrastructure that meet current and future community needs.”

Strategy 4.2

“4.2 Ensure assets are managed, maintained and renewed to meet service needs.”

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

COMMUNITY IMPACT

The Sale community is serviced by the best practice resource recovery facility at Kilmany approximately 12km out of Sale.

The WSC Waste Contractor has confirmed the provision of recycling bins for use by the community at their Sale depot in Wellington Park Way during normal operational hours of Monday – Friday 8.30am – 5.00pm. Separate recycling bins will be available for use by the general public for free drop-off of paper/cardboard, scrap steel and co-mingled recycling.

PUBLIC QUESTIONS AND COMMENTS FROM THE GALLERY

RECOMMENDATION

That:

- 1. Council not agree to the petition request to save the Sale Transfer Station;***
- 2. Council authorise officers to continue with the implementation of the Transfer Station closure and decommissioning as planned and previously approved at the 19 November 2013 Council Meeting; and***
- 3. Council advise the head petitioner of the decision of Council in relation to their petition regarding the saving of the Sale Transfer Station.***



A - PROCEDURAL

A10 INVITED ADDRESSES, PRESENTATIONS OR ACKNOWLEDGEMENTS

ITEM A11**GALLERY COMMENTS**

DIVISION:

CHIEF EXECUTIVE OFFICER

ACTION OFFICER:

CHIEF EXECUTIVE OFFICER

DATE:

5 AUGUST 2014



A - PROCEDURAL

A12 QUESTIONS ON NOTICE

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

ACTION OFFICER

CHIEF EXECUTIVE OFFICER

DATE:

5 AUGUST 2013

ITEM	FROM MEETING	COMMENTS	ACTION BY
<p>Question on Notice: <i>When the 2014/15 Federal budget was announced it was revealed that indexation of Federal Assistance Grants would be ‘paused’ for three years. This announcement has resulted in a shortfall in funding for the Wellington Shire of \$420,000 for 2014/15 with the cumulative effect of ‘freezing’ the grant at 2013/14 levels over the four years of the Strategic Resource Plan being a loss of approximately \$3.6 million in revenue for local infrastructure projects.</i></p> <p><i>Because the minimum general purpose grant allocated to the inner Melbourne Councils is provided as of right, the effect of this “pause” on their budgets is negligible. As a result, the impact of the federal government indexation freeze is being most felt by regional and rural Councils that have the greatest need.</i></p> <p><i>In the Gippsland Times of Friday 27 June 2014, Gippsland MHR Darren Chester was quoted as saying “that the Government had committed to a significant boost in roads funding to help local Government deliver large and small scale roads projects which was expected to offset the indexation pause for Regional Councils”.</i></p> <p><i>Can the CEO please explain what additional funding in Federal Road Funding is expected over the life of the Strategic Resource Plan and what, if any, are the conditions on accessing these additional funds?</i></p>	15 July 2014	A response will be provided at a future Council Meeting.	General Manager Governance

ITEM A12(2)**QUESTION ON NOTICE**

OFFICER:

COUNCILLOR DARREN McCubbin

DATE:

15 JULY 2014

At the 1 July 2014 Council Meeting, Councillor McCubbin asked the following Question on Notice:

COUNCILLOR McCUBBIN

When the 2014/15 Federal budget was announced it was revealed that indexation of Federal Assistance Grants would be 'paused' for three years. This announcement has resulted in a shortfall in funding for the Wellington Shire of \$420,000 for 2014/15 with the cumulative effect of 'freezing' the grant at 2013/14 levels over the four years of the Strategic Resource Plan being a loss of approximately \$3.6 million in revenue for local infrastructure projects.

Because the minimum general purpose grant allocated to the inner Melbourne Councils is provided as of right, the effect of this "pause" on their budgets is negligible. As a result, the impact of the federal government indexation freeze is being most felt by regional and rural Councils that have the greatest need.

In the Gippsland Times of Friday 27 June 2014, Gippsland MHR Darren Chester was quoted as saying "that the Government had committed to a significant boost in roads funding to help local Government deliver large and small scale roads projects which was expected to offset the indexation pause for Regional Councils".

Can the CEO please explain what additional funding in Federal Road Funding is expected over the life of the Strategic Resource Plan and what, if any, are the conditions on accessing these additional funds?


15 July 2014

A response will be provided at a future Council Meeting.

5 August 2014

The briefing paper below at attachment 1 provides relevant background information in relation to the impact on the freezing of indexation on the Grants Commission allocation. A copy of this briefing paper has also been provided to Darren Chester MP.

A copy of a letter received from Darren Chester MP at attachment 2 is provided in response to the Question on Notice. Given the general nature of the response from Mr Chester, the Chief Executive Officer has forwarded a further letter requesting specific details in relation to Wellington Shire Council. Once a response has been received the information will be provided at a future meeting of Council.

VICTORIA GRANTS COMMISSION BRIEFING PAPER DATE: 20 JUNE 2014 FROM: GENERAL MANAGER GOVERNANCE TO: CHIEF EXECUTIVE OFFICER	
--	---

BRIEFING PAPER: VICTORIA GRANTS COMMISSION

KEY ISSUES

The federal government announced that from the 2014/15 budget through to and including the 2016/17 budget there will be no indexation applied to the grants commission allocation to local government. The financial impact of this federal government decision on a great number of Victorian Councils will be significant. For Wellington Shire Council it is a “loss” of expected revenue of approximately \$420,000 in 2014/15 and approximately \$3.6m over the indexation freeze period.

In analysing the impact of this indexation freeze on the general purpose component of the Victoria Grant Commission (VGC) grant, we note that there are already 13 Councils who receive a minimum grant as a result of a National Distribution Principle as required by the Commonwealth *Local Government (Financial Assistance) Act 1995*.

This National Principle states: “*The minimum general purpose grant for a councils to be not less than the amount to which it would be entitled if 30 percent of the total amount of general purpose grants were allocated on a per capita basis.*” This National Principle is also included in the *Victoria Grants Commission Act 1976* as an As-of-Right Entitlement. Consequently many larger metro Councils, usually with larger ratepayer bases and significant additional income streams such as car parking fees, will continue to receive their ‘As-of-Right’ entitlement and the indexation freeze will have a negligible impact on their budget and operations. Keep in mind that theses Councils ‘As-of-Right’ entitlement often far exceeds the grant they would receive if disbursement was based solely on the ‘Needs’ calculation.

The impact however is enormous for regional and rural Councils that have the greatest need due to high levels of dispersed infrastructure, lower rating bases and fewer (significant) alternate income sources.

The As-of-Right/minimum general purpose grant allocated to the 13 Melbourne metro Councils totalled \$33.2m in 2013/14, with only \$11m being based on calculated ‘Need’ while \$22m of that amount being added due to the legislated minimum requirement based on population. Interestingly, 6 of these 13 Councils would not have received a single dollar in general purpose grant if the minimum requirement based on per capital was removed. The other seven Councils would only have received \$11m based on demonstrated need.

The ‘lost’ indexation of 3% for the other 66 Councils amounts to \$10.7m for the first year. Further, if you then add indexation of \$4.3m at 3% for every Council to the Local Road Grant, then the total amount required to maintain indexation for the 66 Councils who have demonstrated ‘need’ is \$15m in 2014/15.

Emerging from this data is a very compelling argument around fairness and equity that this \$15m (or a very high portion of it) could easily be funded out of the \$22m 'top-up amount' that the 13 large metro councils over and above their calculated 'needs' allocation (which for 6 councils is zero). It is acknowledged that if this proposition was put to these large councils, they would strongly argue for its retention for a range of reasons around servicing large urban populations.

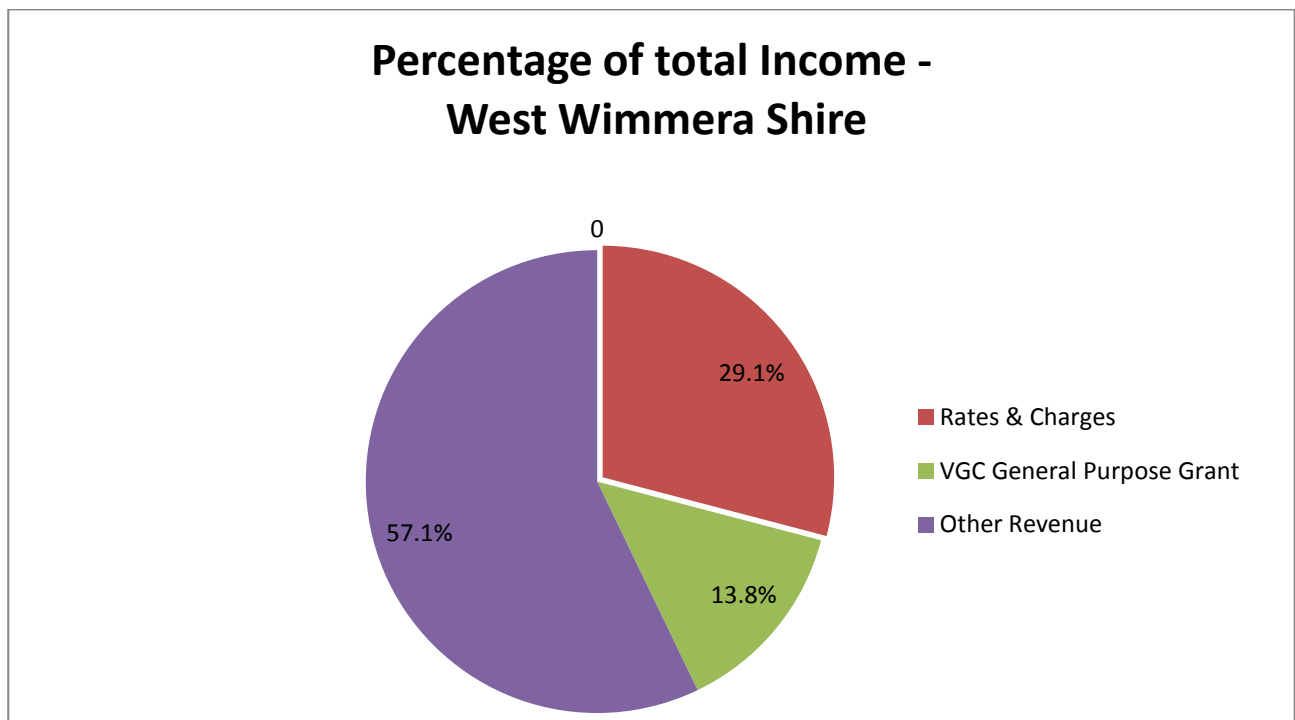
However there is simply no arguing that the freeze to indexation will have significant and fundamental consequences to regional and rural councils while Victoria's largest metro councils will only experience a minor 'bump in the road'. Or to put it more bluntly, it is 'the country' that undoubtedly will bear the real brunt and pain from this policy decision.

Even if indexation was set at 2% then the annual amount to be applied to the 66 Councils with a demonstrated 'Need' for general purpose grant would be \$7m for 2014/15. Over the next 3 years it would equate to approximately \$22m which could be accommodated from the current top-up amount received by those large metro councils over and above their minimum entitlement.

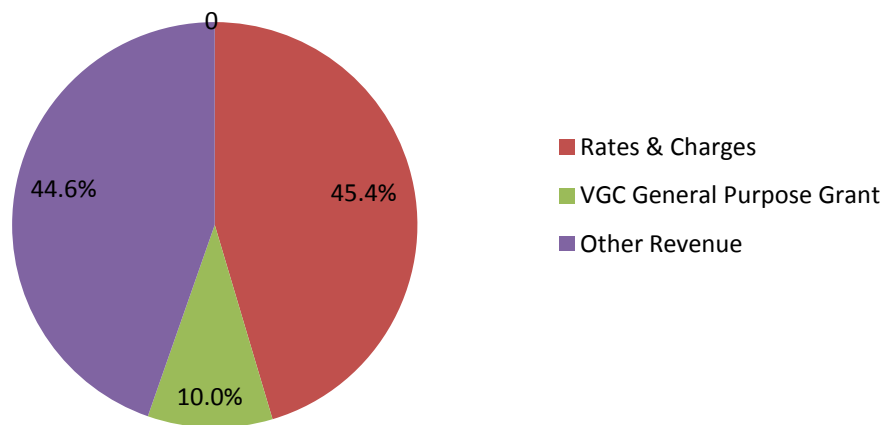
There is real irony here, as the intention of the Commonwealth *Local Government (Financial Assistance) Act 1995* that provides for a minimum grant, is to ensure horizontal equalisation as set out in the National Principles "*General purpose grants are to be allocated to councils, as far as practicable, on a full horizontal equalisation basis. This aims to ensure each council is able to function, by reasonable effort, at a standard not lower than the average standard of the other councils in the State/Territory.*"

The Federal Government's decision to freeze FAGs indexation, coupled with the Minimum Grant requirement, clearly compromises (albeit unintentionally) this important Horizontal Equalisation Principal.

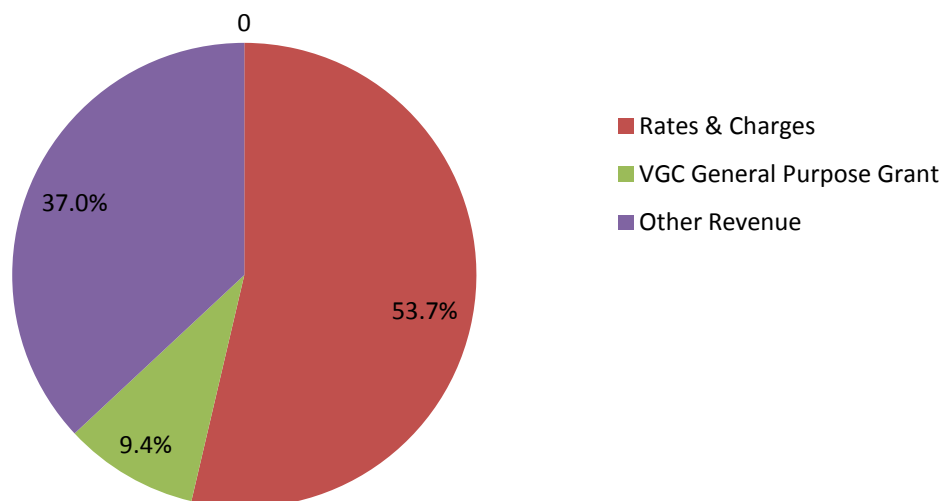
The four graphs below show the General Purpose Grant as a % of total income for three rural Councils versus one of the metropolitan Councils who have been assessed as having "no" need.



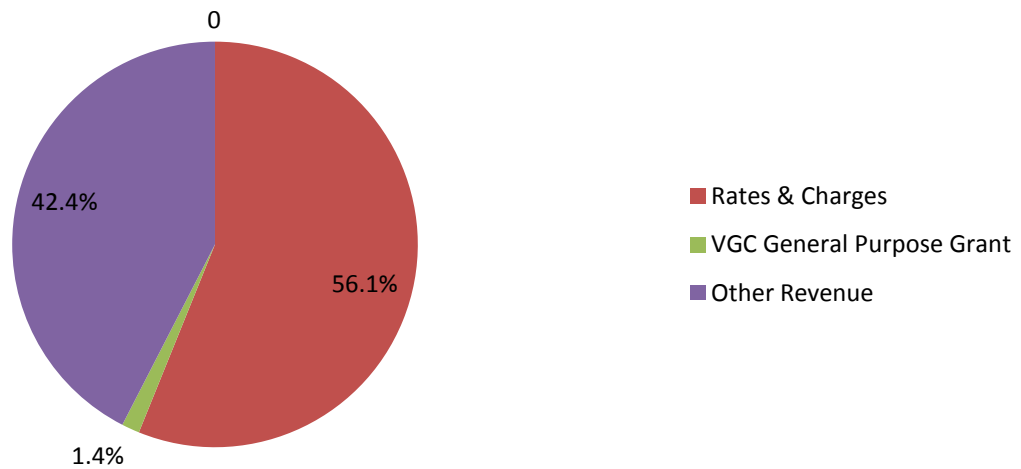
Percentage of total Income - East Gippsland Shire



Percentage of total Income - Wellington Shire

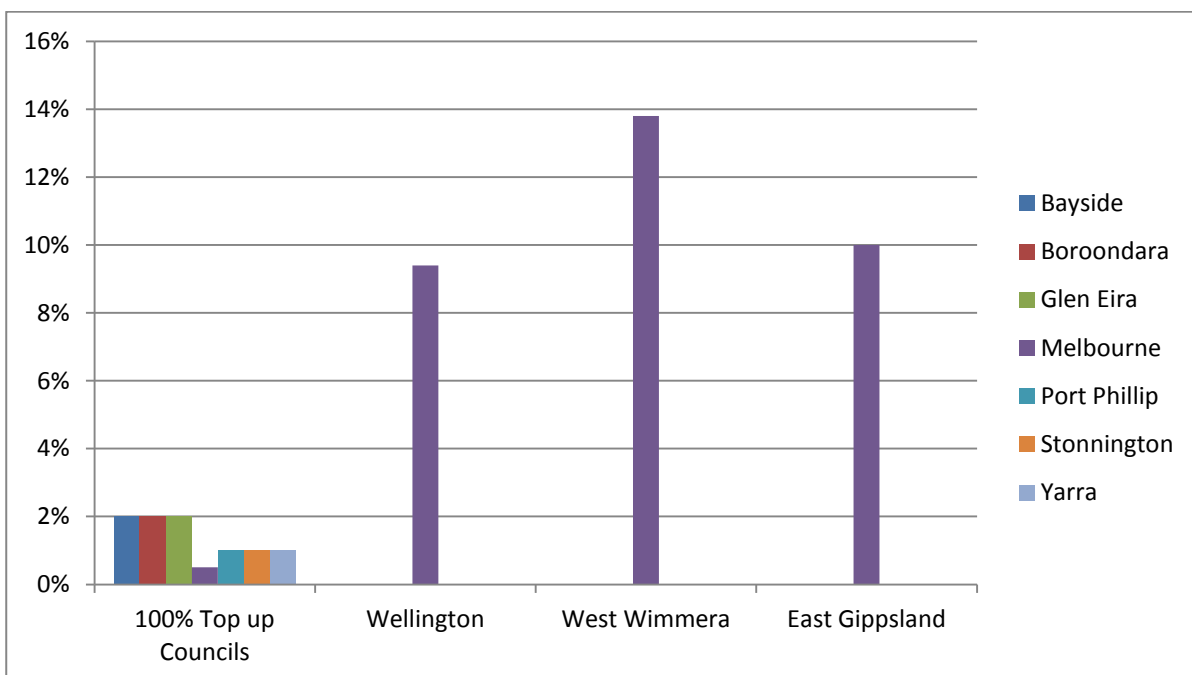


Percentage of total Income - City of Stonnington



The graph below shows the relative importance that the general purpose grant funding has for those Council's who have been assessed as needing it versus those who have been assessed to have no need, but still get a share. The data shows that the seven metropolitan Councils who would have received zero general purpose grant, except for the legislative requirement for a minimum payment, have insignificant reliance of those funds when compared to rural and regional Councils such as Wellington, East Gippsland and West Wimmera.

General Purpose Grant as a % of Income



SUMMARY

The purpose of this paper is not to analyse or assess the merits of the freezing of indexation – rather it has taken this policy position as a ‘given’. Rather, it seeks to demonstrate that in freezing indexation with existing federal legislation in place (requiring that minimum grants be paid), large city based councils will receive minimum impact while small regional and rural councils are being decimated.

Reallocation of general purpose grants that go to As-of-Right Councils (i.e. those who do not have a demonstrated need under the existing framework) to the other 66 councils would maintain the funding with no impact on the federal budget position.

However this could only be done with a change to the current Commonwealth and State legislation, that is, to remove the As-of-Right Entitlement/Minimum Grant.

The federal government need to examine the impact of the freeze on Councils and look at ways that can minimise the impact on those Councils with the greatest need for the funding.

Darren Chester

Federal Member for Gippsland

July 3, 2014

Cr Scott Rossetti
Mayor
Wellington Shire Council
PO Box 506
SALE VIC 3850



Dear Scott

Thank you for your email in relation to Financial Assistance Grants (FAGs).

I am advised by Warren Truss, Minister for Infrastructure, that he wrote to all 565 local council Mayors on June 3, 2014, outlining details to inform them of the decisions in this year's budget which will affect them.

As you know, the Local Government FAG will not be indexed for three years, however, I understand that the Minister provided information on additional funding for infrastructure investment, along with the Roads to Recovery, Bridges Renewal and Black Spot programmes, which is expected to offset the indexation pause.

Since writing to you, guidelines for the Bridges Renewal Programme have been released and are available on the department's website www.infrastructure.gov.au


This programme will contribute a maximum of 50 percent of the total project and will be assessed on a competitive and merit based basis.

Round One of the Bridges Renewal Programme closes for applications on August 28, 2014 and will focus on projects that are well developed, with planning and approvals well advanced so construction can begin in the 2014-15 financial year.

Under this programme, proponents who would like to seek funding but who are not at a construction ready stage should prepare themselves for Round Two which is expected to be announced in mid to late 2015.

I trust this information is of assistance and please don't hesitate to contact me should you require further advice.

Kind regards


DARREN CHESTER
The Nationals

www.darrenchester.com email darren.chester.mp@aph.gov.au
PO Box 486 Sale Vic 3853
ph 1300 131 785 fax 03 5144 3945



THE NATIONALS for Regional Australia



The Hon Warren Truss MP
Deputy Prime Minister
Minister for Infrastructure and Regional Development
Leader of The Nationals
Member for Wide Bay



PDR ID: MC14-001011

3 June 2014

Cr Scott Rossetti
Mayor
Wellington Shire Council
PO Box 506
SALE VIC 3850

Dear Mayor

I am writing to inform you of some of the decisions in the 2014 Federal Budget which will affect Local Government.

On coming to office, the new Coalition Government faced a \$47 billion budget deficit for the 2013-14 financial year and \$123 billion of projected deficits to 2016-17. Already Australians are footing a \$1 billion interest bill every month on Labor's debt.

This Budget begins the task of restoring budget integrity for the long-term, making savings in recurrent expenditure so we can invest in the infrastructure necessary to rebuild our national economy.

The Coalition Government's 2014-15 Budget outlined a \$50 billion investment across Australia to deliver vital transport infrastructure for the 21st Century.

The Budget includes many large scale commitments which will trigger more than \$125 billion in infrastructure investment but importantly there is also a significant boost to road funding at the local level.

As a part of this agenda, we have committed \$2.5 billion for the continuation of the Roads to Recovery Programme to support the maintenance and upgrade of local roads. This includes an additional payment of \$350 million to councils during the 2015-16 financial year.

To fix dangerous and accident-prone sections of local roads and streets, \$565 million will be provided through the ongoing Black Spot Programme. This includes an extra \$100 million in both the 2015-16 and 2016-17 financial years.

I am pleased to confirm that the Government's Bridges Renewal Programme will commence in 2014-15. Partnering with local councils and State Governments, this programme will invest \$300 million in Commonwealth funding into the repair and replacement of local bridges. I will be releasing the guidelines for this new programme in the near future and they will be available on the Department of Infrastructure and Regional Development's website <www.infrastructure.gov.au>.

To improve productivity and safety in the heavy vehicle industry the Australian Government has committed to continue the Heavy Vehicle Safety and Productivity Programme with \$200 million available over the next five years for projects such as road enhancements, rest areas and technology trials. Additionally, on top of our major capital commitments to the national highway network, we have allocated \$229 million to a new National Highway Upgrade Programme that will provide funding for improvements to Australia's national highways through works such as shoulder and centreline widening, overtaking lanes and pavement improvements.

In addition to these road and bridge infrastructure programmes, the Budget also confirmed a \$314 million investment in 300 projects in local communities through our Community Development Grants Programme, which is designed to deliver the Coalition's election commitments and some residue projects from the previous Government.

The Government's new \$1 billion National Stronger Regions Fund aims to promote economic development through investment in infrastructure projects at a local level. The programme will help communities with lower than average socioeconomic circumstances and higher than average unemployment by improving local facilities, creating jobs and building needed infrastructure. The programme guidelines will be announced shortly and grants from the programme will commence next year. Funding has also been provided to support a network of regional development advisory committees across the nation.

The Assistant Minister for Infrastructure and Regional Development, the Hon Jamie Briggs MP, and I have recently released *Building Stronger Regional Communities*, a publication outlining the many Budget initiatives that will benefit non-metropolitan and regional communities. We are focused on delivering a strategic plan that generates economic growth and supports thousands of jobs in key regional areas across Australia. This document highlights the considerable measures within the Budget that may be of interest to local governments across the country and is also available on the Department of Infrastructure and Regional Development website.

The Coalition Government understands that this is a tough Budget and we have not hidden from that. All Australians are being asked to play a part in repairing our nation's financial woes, including Local Government.

The Local Government Financial Assistance Grant will not be indexed for three years. However, additional funding for infrastructure investment, along with the Roads to Recovery, Bridges Renewal and Black Spot programmes, is expected to offset the indexation pause.

I trust that this information is of assistance to your Council and I look forward to engaging with councils in Canberra during the Australian Local Government Association's National General Assembly later this month.

Yours sincerely

A handwritten signature in dark ink, appearing to read 'Warren Truss', written in a cursive style.

WARREN TRUSS



A - PROCEDURAL

A13 MAYOR'S REPORT

A Mayor's Report is due to be presented on the 19 August 2014.



A - PROCEDURAL

A14 YOUTH COUNCIL REPORT

Youth Council will present a report to Council quarterly.



B –REPORT

DELEGATES



C1 - REPORT

CHIEF EXECUTIVE OFFICER

ITEM C1.1**MAV CALL TO PARTIES – STATE ELECTION 2014**

DIVISION: CHIEF EXECUTIVE OFFICER

ACTION OFFICER: CHIEF EXECUTIVE OFFICER

DATE: 5 AUGUST 2014

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

OBJECTIVE

To endorse the draft Municipal Association of Victoria (MAV) Call to Parties paper, with a suggested amendment.

BACKGROUND

The MAV has developed an advocacy document that will be sent to all political parties ahead of the state election to seek specific commitments to issues of importance facing local government.

The attached draft Call to Parties actions many priorities outlined in the MAV's strategic work plan that was approved by members at State Council in May. It also incorporates key issues identified by members through the MAV's most recent State Council resolutions and discussions held at recent MAV forums for metropolitan members and rural/regional members.

The MAV seeks to build close working relationships with the Victorian Government to advance the shared interests of state and local government in providing better outcomes for Victorian communities over the coming term of government.

The draft Call to Parties paper outlines opportunities across eight core areas and includes 42 commitments sought by local government to improve how we work together with state government.

The eight key priority areas are:

1. State-local government relations
2. Regulatory and self reform
3. Planning
4. Environment
5. Transport and Infrastructure
6. Community services
7. Public health and safety
8. Emergency management

In providing feedback to the MAV on the draft Call to Parties paper it is suggested that an additional comment should be added to the commitments sought in the area of state-local government relations as follows:

- Oppose the introduction of additional third party referral agencies, such as the Essential Services Commission, to determine and monitor service delivery, Council budgets and rating levels.

Feedback to the MAV on the draft Call to Parties paper is sought by 8 August 2014.

OPTIONS

Council has the following options:

1. Endorse the commitments sought in the draft MAV Call to Parties paper with amendment;
2. Endorse the commitments sought in the draft MAV Call to Parties paper; or
3. Provide no comment back to the MAV on the draft Call to Parties paper.

PROPOSAL

That Council endorse the commitments sought in the attached draft MAV Call to Parties paper with the addition of the following commitment in relation to state-local government relations:

- Oppose the introduction of additional third party referral agencies, such as the Essential Services Commission, to determine and monitor service delivery, Council budgets and rating levels.

CONFLICT OF INTEREST

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

COUNCIL PLAN IMPACT

The Council Plan 2013–17 Theme 2 Organisational states the following strategic objective and related strategy:

Strategic Objective

“An organisation that is responsive, flexible, honest, accountable and consistent.”

Strategy 2.3

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

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

PUBLIC QUESTIONS AND COMMENTS FROM THE GALLERY

RECOMMENDATION

That Council endorse the commitments sought in the attached draft MAV Call to Parties paper with the addition of the following commitment in relation to state-local government relations:

- ***Oppose the introduction of additional third party referral agencies, such as the Essential Services Commission, to determine and monitor service delivery, Council budgets and rating levels.***

Call To Parties 2014 cover page

DRAFT

1 MAV Call to Parties – state election 2014

Putting Communities First

Preamble



A range of ongoing, new and emerging challenges will affect the future prosperity of all Victorians and the liveability of our communities.

These include providing for a growing and ageing population, preparing for and adapting to climate change, building resilience to overcome natural disasters, and ensuring opportunities for continued economic development and social connectedness.

There are important roles for both State and local government in responding to these challenges. In doing so, there must be a strong commitment to a cooperative approach that places community best interests at the centre of all decision-making.

Local government is ideally placed to concentrate on the day-to-day needs of their communities including the provision of local infrastructure and facilities, and the delivery of more than 100 services that help people to go about their daily lives.

Councils can also provide important insight to inform the State Government's big picture strategies and policies associated with driving economic growth and setting up the right frameworks to deliver on the aspirations for Victoria's future.

The Municipal Association of Victoria (MAV) seeks to build close working relationships with the Victorian Government to advance the shared interests of State and local government in providing better outcomes for our communities over the coming term of government.

We seek partnerships based on mutual respect, open and honest dialogue, and recognition of our shared roles in serving the people of Victoria.

This Call To Parties outlines opportunities across eight core areas and includes 42 commitments sought by local government to improve how we work together.

The MAV enjoys a long history of collaborating effectively with state governments and we look forward to continuing this tradition following the 2014 state election.

A handwritten signature in black ink, reading "Bill McArthur".

Cr Bill McArthur
PRESIDENT

About the MAV

The Municipal Association of Victoria (MAV) is the peak body for local government in Victoria with a legislated responsibility to represent 79 councils, all of which are current financial members of the MAV.

Our purpose is to promote and support the interests of local government as outlined in the *Municipal Association Act 1907*. Our roles, broadly speaking include advocacy, sector capacity building, performance improvement, policy development, training and professional development, insurance and procurement.

About Local Government

Roles and responsibilities of modern councils have steadily expanded over the past 20 years, and the diversity of services and programs expected of local government continues to increase.

Councils deliver well in excess of 100 services that help people to go about their daily lives. While many programs directly interface with people, others such as local laws, food safety, land use planning, emergency management and environmental conservation are not highly visible but still critical to the health, safety and prosperity of our communities.

In the most recent community satisfaction survey undertaken for the State Government, seven in 10 people (out of 29,000 surveyed) said they were happy with the overall direction of their council.

While councils are often told to 'do less' and focus on core services, of the 23 services tested with communities, 20 scored above 70 in terms of importance. Even the two lowest rated priorities were identified as important by 92 and 88 per cent of respondents. When comparing service priorities and service performance, people rated 22 of the 23 services in the top quadrant for both measures.

Communities have come to expect and rely on a diverse range of council services. As family budgets tighten and face growing pressures, and as government budgets make cuts, people turn to their council to access high quality, reliable and low cost public services. As population and service demands grow, so do council costs. Yet funding from other levels of government fails to adequately cover these growing costs.

Local government is responsible for more than \$73 billion in community infrastructure across the state including local roads, drains, parks and gardens, sports fields, kindergartens, swimming pools and cultural centres. In comparison, the Commonwealth holds \$95 billion in infrastructure and assets. Local government collects 3.4 cents of every tax dollar raised nationally, the Commonwealth collects 80 per cent.

Councils must ensure their resources are used efficiently and effectively. Collectively Victorian councils spend \$7.6 billion annually. Revenue comprises up to 56 per cent in property rates, with the remainder from government grants, fees, charges, borrowings and asset sales.

Local infrastructure is declining faster than councils can repair and renew it. While councils have increased their capital spending in recent years, the latest Auditor General's report identifies local government's asset renewal gap will grow from its current \$225 million to a projected \$2.6 billion by 2026.

There remains a heavy reliance on grants from other levels of government to sustain council revenue required to deliver services and meet asset maintenance obligations. For smaller rural shires, this reliance on external funding sources is even more pronounced.

Priority Issues

Challenges across eight key areas have been identified by local government as priorities to progress in a cooperative way with the incoming Victorian Government for the benefit of all communities:

1. *State-local government relations*
While local government is enshrined in the Victorian Constitution, councils are largely subordinate bodies required to implement policy and legislation set by other levels of government. It is critical that cooperative and productive working relationships underpin how State and local government work together, and for local government's autonomy to be respected.
2. *Regulatory and self reform*
A broad reform agenda is underway to improve councils' performance management. This includes State-led projects such as collaborative procurement and a new performance reporting framework, plus a range of self reform projects to improve efficiencies and reduce council costs. Innovative use of technology to more effectively use limited council resources is a key priority for local government.
3. *Planning*
The participation of people in the planning process remains fundamental to boosting community confidence in the system and decisions made. Following significant reforms to strengthen Victoria's land use planning system, a review of planning fees must now be resolved to ensure local government can continue investing in strategic and e-planning that gives effect to these changes.
4. *Environment*
Increasing extreme weather events and the impacts of climate change will affect land use planning, asset management and service delivery decisions for governments. Clarity about roles and responsibilities, access to data and improved partnerships are needed to plan for and adapt to a changing climate, and to adequately address waste management, coastal inundation and onsite domestic wastewater management challenges.
5. *Transport and Infrastructure*
A long-term investment plan for state-significant infrastructure is needed to provide certainty beyond the political cycle, to leverage private sector investment and allow councils to plan and deliver complementary projects in a timely way. The plan must significantly enhance both the public transport network and services. Growth communities require greater State investment in community and transport infrastructure, while rural councils seek the renewal of funding for country roads and community facilities.
6. *Community services*
State kindergarten programs are largely delivered from council-owned buildings; public libraries are predominantly funded by local government; and unlike other states, councils provide the vast majority of core home and community care services for older people. Continued local government provision of these key community services requires more formalised agreements with the State to articulate planning, funding and service delivery roles.
7. *Public health and safety*
Planning for the public health and wellbeing of communities is a central role for councils. There are opportunities to work collaboratively with the Victorian Government to reduce public health costs associated with smoking, gambling and violence against women by placing a stronger emphasis on preventative initiatives through state policy changes and resource support.
8. *Emergency management*
In recent years, the role of local government in emergency management has been changing and expanding. Extensive reforms to Victoria's emergency management regime offer a timely opportunity to clarify roles and responsibilities, and ensure councils can work effectively with communities to build resilience, and support emergency response, relief and recovery agencies.

State-local government relations

Local government is formally enshrined in Victoria's Constitution as a distinct and essential tier of government, consisting of democratically elected councils with functions and powers to ensure the peace, order and good government of each municipal district.

Legislation recognises that elected councillors are the governing body accountable for the decisions, actions and performance of their council. A core part of councils' role is to take into account diverse community needs and views, and to advocate the interests of local communities to other governments.

One of the ongoing challenges facing local government is the devolution of responsibilities requiring councils to deliver new or expanded services, often without long-term funding to cover councils' costs. The Victorian State-Local Government Agreement (VSLGA) was established in 2008 to give effect to a national Inter-Governmental Agreement (IGA) intended to address cost shifting onto local government by state and federal governments.

Prior to the 2010 state election, the Coalition committed to review the VSLGA to ensure it fulfils its purpose, has practical significance and provides an overall framework for managing the relationship between State and local government. A new Agreement will soon be signed by the Premier and the MAV President.

Council rates make up 3.4 cents of every tax dollar collected nationally, while the Commonwealth collects 81 per cent of all taxes and the states raise around 15 per cent. When the GST agreement was struck between federal and state governments, it included provision that Commonwealth tax distribution would occur through core financial assistance grants to local government to equalise expenditure responsibilities.

Over the past decade council rates have risen by \$2.5 billion to \$4.3 billion, while State property taxes rose \$2 billion to \$4.8 billion and total State taxes grew by \$5.7 billion to \$15 billion. The 2010 national Henry Tax Review endorsed council rates as a modern and effective tax, and recommended greater autonomy for councils in their use and design of suitable rating systems.

MAV Position

Local councils develop their annual budget in accordance with a prescribed legislative framework that already provides open, accountable and transparent decision-making. The autonomy of local government must be respected and councils must retain the flexibility to set appropriate budgets that meet local community priorities and needs.

State governments, both past and present, have often failed to adequately consult with local government on changes that will have a major impact on the sector. While there have been instances of strong consultation and engagement by the State with local government, councils overwhelmingly believe the VSLGA has been ineffective in addressing cost shifting.

The VSLGA has not, to date, resulted in a genuine whole-of-government commitment to consultation, communication and negotiation with local government prior to making decisions to allocate councils with new, revised or expanded roles and responsibilities. Cumulative impacts, in particular, are often ignored.

Victorian councils unanimously opposed rate capping at the MAV State Council in May 2014. Any proposal to cap council rates will hurt communities over the long-term as capital programs will be underfunded and higher costs imposed on future generations to renew and upgrade under-maintained community infrastructure currently valued at \$73 billion.

A growing asset renewal gap - where assets deteriorate faster than councils can fund their maintenance, renewal and replacement - has recently been highlighted by the Auditor General. His report predicts that councils' \$225 million asset renewal gap will grow to \$2.6 billion by 2026 unless drastic action is taken by local government to invest more in capital works programs.

Particularly catastrophic is any proposal seeking to limit council rates to the Consumer Price Index (CPI), which measures movements in common household goods and services like bread, milk and electricity.

Council cost movements are better reflected in the Local Government Cost Index produced by the MAV, which uses published government indexes relating to staffing and construction costs that align with the mix of services provided by councils.

Government grants are usually indexed to CPI or less. This means that grants are lower than actual cost movements to deliver a particular service, leaving councils to fund the gap from rates revenue. Core financial assistance grants have also declined, while population and costs to deliver services continue to rise. Twenty years ago, Financial Assistance Grants represented 1.2 per cent of total Federal tax revenue, but this has steadily declined to 0.97 per cent in 1996-97 and 0.59 per cent in 2013-14.

The Federal Government's three-year indexation freeze, announced in its 2014-15 budget, will adversely impact Victorian councils by \$134 million in the next four years. Rural communities will be hardest hit by this decision as financial assistance grants comprise up to 31 per cent of rural shires' total budgeted revenue.

Commitments sought

1. Respect the autonomy of local government, and the role of democratically elected councillors to determine their own budgets and make decisions on behalf of the communities they represent.
2. Oppose the introduction of rate capping.
3. A whole-of-government commitment to honour the 2014 Victorian State-Local Government Agreement signed by the Premier and the MAV, including by consulting with local government and taking into account any cost and resource impacts on local government when considering new, revised or expanded legislative or regulatory roles for councils.
4. Joint State-MAV advocacy, where appropriate, to the Commonwealth Government to secure better ongoing funding arrangements that provide financial sustainability for the Victorian local government sector.

Regulatory and self reform

Local government has a duty to its communities to be open, transparent and accountable; and to ensure it continues to improve the efficiency and effectiveness of its operations.

The sector has maintained a long term commitment to self reform. This has included improvements to its asset management, procurement, governance and land use planning performance. Expansion into technological innovation has also seen Victorian councils identify further ways to reduce costs, share service delivery, and improve the efficiency of their operations.

Concurrent to local government's self reform program, the State Government has undertaken significant work with the sector to improve reporting of councils' performance following a 2008 report by the Victorian Auditor General, and a follow up audit conducted in 2012.

The State commenced work on its new performance reporting framework for local government in 2012 to drive and support continuous improvement, and improve public accountability.

Councils have progressively participated in several pilot rounds of the State's performance reporting project, with all 79 municipalities involved in the most recent pilot. Legislation was passed in February, a Regulatory Impact Statement (RIS) process undertaken during March and the 2014 State Budget announced funding for a new MyCouncil website to publish council data.

A 2010 report by the Essential Services Commission also helped inform development of the State's performance reporting regime, and reduce the regulatory burden facing councils. The ESC found that councils had more than 100 separate reporting obligations imposed on them by 17 different State departments and agencies, and in 2013 the State removed 38 reporting requirements.

Council employees were part of a compulsory defined benefit superannuation scheme that was closed to new members in 1993. Unlike state and federal defined benefit schemes, Victorian councils are required to ensure the scheme is fully funded at all times to meet current and future obligations.

From 1 July 2013 Victorian councils were required to pay a \$396.9 million shortfall to the Local Authorities Superannuation Fund Defined Benefit Plan following an actuary review by the scheme's trustee Vision Super. Under the WorkCover Act, a portion of the shortfall attracts a WorkCover premium, which added a further \$2.8 million to the shortfall paid by councils.

MAV Position

An extensive self reform agenda has been driven by the MAV in partnerships with councils to boost the sector's capacity to deliver more efficient services, reduce costs and improve operational performance without external intervention.

This has included a range of collaborative procurement initiatives, the development of shared services solutions and participation in the MAV's Step Asset Management Program by all 79 councils to maximise their financial sustainability through better integration of long-term financial and service planning.

The MAV Step Planning self reform program, launched in 2010, is helping to deliver annual savings estimated at \$6 million by reducing council decision timeframes, simplifying processes, and improving the consistency of planning decisions. Evolution of the Step Planning program is now underway, with the program being broadened to facilitate a whole-of-council approach to improvements, while looking at how customer satisfaction can be improved through leadership, strategic planning, staff allocation and professional development, and planning processes. Combination with a strong reporting framework developed with councils, this creates accountability while delivering further time and cost savings.

Several innovative projects led by the MAV are also helping to revolutionise how councils and other agencies streamline information sharing to improve services to communities. Patchwork, a partnership between the MAV and FutureGov, has developed a simple web application to improve the services offered to vulnerable families in maternal health, child health and youth services.

So far more than 170 different organisations have signed up ranging from local government, state departments and non government organisations. Patchwork also has over 350 clients and 270 workers, and the project has received endorsement from the Department of Education and Early Childhood Development. In addition, the MAV is leading the development of a new MCH statewide data management system, which will be able to link to Patchwork.

As the public sector transitions to 'joined up' digital government over the next decade, the development of a local government cloud platform is also underway to facilitate greater collaboration between councils and to integrate with the State Government cloud environment. It will enable councils to leverage the benefits of technology, rather than continue to do things in 79 different ways, and will ensure council data can be more easily aggregated through a single connection.

The MAV has long supported the concept of transparency and greater accountability in measuring councils' performance, and providing access to information that assists communities to gain a better understanding of how their rates dollars are spent. However, concerns raised through the performance reporting framework RIS process remain unresolved.

We do not support the ambitious scope of the 71 indicators now prescribed in regulation, and believe some of the data will establish false performance assessments based on measures that are imprecise or inadequate. It will be critical to ensure that published data is accompanied by detailed explanatory notes to provide context to the performance measures so the public understands what the data means and its limitations. Finally, there will be additional costs incurred by councils to analyse and investigate differences in performance between municipalities.

The business case and licensing application for a WorkCover self insurance scheme for local government is underway by the MAV to provide financial savings, improve safety performance, and offer more flexible claims and management services. The aim is to commence the mutual program on 1 July 2015. This will resolve the Workcover liability faced by councils each time there is a shortfall payment required to top up the closed defined benefit superannuation plan.

Commitments sought

1. State Government to strengthen the performance monitoring framework for local government by:
 - a. reducing the initial number of performance measures that councils are required to report on under the new performance reporting framework to ensure that data are high quality and comparable
 - b. agreeing to review the quality of data produced through the performance management framework after the first year and further refine the measures where data are of poor quality or indicators are not meaningful
 - c. agreeing to move the performance measures from regulation (currently prescribed in the Local Government Planning and Reporting Regulations 2014) to an alternative statutory instrument, such as Government gazettal, to simplify future refinements to the measures
2. State Government to work in partnership with the MAV and local government to plan for the advent of joined up digital government in the next decade.
3. State Government investment in a project partnership with the MAV to roll out Patchwork to all relevant public and private sector agencies across Victoria as a whole-of-government response to the Vulnerable Children's Strategy. Funding of \$800,000 for each of 2015 and 2016 (\$1.6 m in total) would also support development of new critical features such as a client log-in and phone app for clients and parents.
4. State Government to further invest in the MAV Step Planning Program development fund. With contributions from Step members, the Fund would be used to create web-based tools and templates improve customer service.

Planning

Local government is a critical partner in the delivery of Victoria's strategic planning and development approvals system.

While the State Government establishes Victoria's planning framework through legislation and monitors its operation, councils act as the primary interface with the community through creation of strategic plans to guide future development, coordination and delivery of physical and community infrastructure, and administration of the planning permit system on a day to day basis.

Local government's role also includes planning for and responding to challenges such as population growth, demographic change, preparing for climate change hazards, housing affordability, economic development and infrastructure needs of communities.

There has been a significant level of change to the planning system over recent years with the release of *Plan Melbourne* and regional growth plans, establishment of the Metropolitan Planning Authority (MPA), reform of the development contributions system, the introduction of new residential, commercial, industrial and rural zones and, most recently, a proposal to develop an integrated Planning Policy Framework. Local government has worked hard to inform this planning reform agenda.

Local government is, however, struggling to keep up with the resultant strategic work required to implement the changes and there is a degree of 'change fatigue' within the community. A period of relative stability is now needed. The opportunity exists to consolidate gains made and improve links between reform initiatives. We must ensure that our new policy framework is supported by effective local implementation, the right tools and collaborative working arrangements between key planning system partners.

MAV Position

Local government is best placed to ensure community engagement and input into policy decisions at a local level. This fundamental tenet must be acknowledged by the State Government and reflected in the judicious use of ministerial powers.

As a result of this engagement, local government can provide the State Government with valuable feedback about how State policy and provisions are performing, and should also play a legitimate role in determining future reform priorities based on identified problems.

Councils are also well placed to represent community views on city-shaping planning to be guided by the MPA. The MAV has worked hard on a partnership agreement with the MPA which sets out collaborative working arrangements between councils and the MPA. The agreement recognises that councils undertake valuable strategic work useful to decision-making by the MPA and are infrastructure providers whose views should be meaningfully considered. This is a great first step, but ongoing commitment to the agreement and monitoring is necessary.

Outstanding matters requiring resolution include revision of the MPA's Board structure to include members with local government experience; and clarity around the circumstances in which the MPA will be made a planning or responsible authority for a site or precinct.

While councils will endeavour to work with the State Government on the local implementation of *Plan Melbourne* and the regional growth plans, as well as their own strategic priorities, it is important to recognise that this work is both costly and time consuming. Councils can be hamstrung without sufficient resources and this requires three critical issues to be addressed by the incoming government.

- (a) Review of the planning fees, set in 2000, and fixed since 2009. Ratepayers are increasingly subsidising planning costs and the fees must be revised as soon as possible to achieve a greater level of cost recovery and be indexed for future certainty.
- (b) Introduction of an assessment of local government implementation costs when the State introduces or amends policy or provisions, or makes a system change. This assessment must be backed up by funding support for local strategic work and to smooth any transition issues.

Implementing the residential zones alone, for example, will present difficulties for many councils that do not currently have up-to-date housing strategies.

- (c) Continuation of the Rural Council Planning Flying Squad. These resources have assisted councils with their strategic work and planning permit backlogs. Funding has been allocated in the 2014 State Budget, and it is critical that this assistance continue to be provided.

As well as strategic challenges, councils are also faced with the resolution of some ongoing State policy difficulties such as bushfire management overlays and wind farms. Councils desperately require technical assistance in assessment and a commitment to assist with compliance and enforcement.

Commitments sought

1. Acknowledgement that local government is best placed to ensure community engagement and input into policy decisions at a local level.
2. A period of stability, without major planning reform initiatives, to enable policies and changes to be effectively implemented and linked. This also requires support by all parties to the essential elements of *Plan Melbourne* and the regional growth plans to provide stability for the planning system beyond the political cycle.
3. Establishment of a biennial State-local government planning forum to identify planning priorities, monitor outcomes and performance, and trial new or modified planning provisions.
4. Strengthening the clarity and purpose of the Metropolitan Planning Authority including:
 - a. Endorsement of the MAV/MPA Partnership Agreement
 - b. Revision of the MPA's governance structure to ensure adequate local government experience
 - c. Clarification of the circumstances in which the MPA will be made planning or responsible authority for a site or precinct
5. Provide greater certainty for councils to fund and resource their core planning service functions through:
 - a. Release of the Regulatory Impact Statement for Planning Fees and the commencement of indexation for planning fees
 - b. Adherence to the intentions of the VSLGA, including a process for assessing the impact on local government arising from any new or amended State planning policy, provisions or system changes and appropriate funding support
 - c. Continued support from State Government to ensure councils' planning schemes are amended to give effect to recent reforms
 - d. Retention of funding, allocated in the 2014 State Budget, to continue the Rural Council Planning Flying Squad for the coming four years to assist rural councils with strategic planning and other initiatives.
6. Reconsideration of referral authorities for wind farms to ensure appropriate technical assistance to councils, and commitment to assist with monitoring and compliance.

Environment

The effects of climate change and an increase in extreme weather events are critical considerations in local government land use planning, asset management and service delivery decisions.

In its 2012 'Barriers to Effective Climate Change Adaptation' report, the Productivity Commission noted the importance of improving the quality and consistency of climate risk information provided to councils, and recommended that state governments clarify adaptation roles and responsibilities, and provide certainty to local government regarding legal liability. All of these issues remain unresolved.

Federal and state governments urgently need to take a strong leadership position in relation to the mitigation of climate change. Local government calls on the other two tiers of government to take decisive action to reduce carbon emissions, including by supporting a transition to renewable energy.

Wind farms, onsite domestic wastewater management, coastal inundation and landfill management continue to present significant challenges for local government. Councils' efforts are hampered by the absence of technical expertise and lack of access to information held by other authorities.

The Victorian Government recently reformed the governance and funding arrangements for waste management in Victoria, posing a challenging transition as 11 regional waste management groups merge into five.

In 2011 a Ministerial working party recommended solutions to the vexed issue of roadside weed responsibilities. The government subsequently amended the *Catchment and Land Protection Act* to require councils to use municipal Roadside Weed and Rabbit Control Plans to outline both council and community-led priorities. State funding for councils' weed and pest management activities expires on 30 June 2015.

MAV position

The Victorian Climate Change Adaptation Plan and the \$6 million Victorian Adaptation and Sustainability Partnership have helped advance adaptation planning and implementation at the state and local levels. Yet councils are at different stages in their climate change adaptation journey, and the resources and capability of councils varies significantly. Local government's adaptation efforts must be supported by clear policy, good data and access to technical expertise.

Lack of clarity around adaptation roles and responsibilities needs to be addressed as a matter of priority, as does the issue of legal liability when councils make planning decisions based on the best climate risk information at hand.

Legal immunity would give councils confidence that coastal planning decisions made in accordance with State policy will not leave councils liable for unforeseen future risks. This solution is already in effect in NSW and a similar immunity applies to Victorian councils for road management undertaken in accordance with the *Road Management Act*.

With assistance from the State, local government has done extensive work with catchment management authorities to map areas at risk of coastal flooding. State support is now needed to fund the construction of infrastructure, such as sea walls and levees, to address the identified risk exposures.

Waste management and resource efficiency remains a priority concern for Victorian councils. Local government faces significant challenges in managing and funding landfills under current environmental requirements set by the Environment Protection Authority (EPA), particularly in rural and regional areas.

Onsite domestic wastewater management continues to be a complex area for councils, with legislative responsibilities shared between water corporations, the EPA and landowners. Many councils have obligations they simply do not have the resources or expertise to fulfil.

Commitments sought

1. Clarification of State and local government adaptation roles and responsibilities
2. Provision of legal immunity for councils where coastal planning decisions are made in accordance with State planning controls and the council has acted in good faith.
3. State funding for capital works that address coastal inundation risks identified by councils and catchment management authorities.
4. Provision of long term funding to councils to cover the ongoing costs of regional roadside weed and pest management activities.
5. The establishment of a funding program from the landfill levy for the rehabilitation of closed landfills, particularly in rural and regional areas.
6. Clarification of roles and responsibilities for local government, water authorities and the Environment Protection Authority (EPA) in relation to onsite domestic wastewater management, and provision of funding to enable councils to conduct necessary compliance and enforcement activities.

Transport and Infrastructure

Victoria's transport system will need to accommodate population growth, increasing freight and congestion, and be capable of responding to climate change, peak oil, ageing and transport disadvantage. These challenges demand strategic, long-term investment in transport infrastructure.

While the centrepiece of the 2014 State Budget was funding for the second stage of the East-West Link project and the Melbourne Rail link, including the airport rail extension, a coordinated long-term Victorian transport plan is sorely needed.

The \$160 million State government investment in rural local roads and \$200 million programs for rural and regional community infrastructure through the Regional Growth Fund are in their final year. The government's four year investment has enabled councils to deliver more than 1 500 local infrastructure and community facility projects, with many provided ahead of the schedule in councils' capital works plans.

Last year's *Victoria the Freight State* strategy anticipated significant and sustained growth in all areas of Victoria's freight. Increasing freight volume will also present a challenge to Victoria's roads. Councils are now moving to develop regional freight plans, and identify priority upgrade works on local roads to address first and last kilometre issues. These plans need to be developed on a network basis with VicRoads and other stakeholders.

MAV Position

An integrated, long-term and adequately resourced plan identifying the state's transport requirements and establishing a pathway to their fulfilment is critical to meet population growth, liveability and economic development challenges and leverage investment from the Commonwealth and private sector.

Forecasting major projects within a long-term planning strategy also allows councils to identify and deliver complementary projects and achieve the most efficient use of local resources. A comprehensive State plan must also recognise the benefits of increased walking, cycling and reduced car-dependency.

Councils also request that accelerated funding for public transport be provided, in particular rail construction to expand the Victorian transport network and services, improve safety and reduce congestion across Victoria.

Councils own and manage approximately 85 per cent of Victoria's road network and an assurance of State-funding for road upkeep is vital to the liveability of Victoria's regions. Rural shires, in particular, are faced with the pressures of long road lengths, large land size, declining populations and limited capacity to grow their rates revenue to provide the essential services and infrastructure needed by their communities.

The State's investment in rural and regional infrastructure has, so far, proven invaluable in reviving and revitalising Victoria's regions. With funding arrangements set to expire, councils urgently require further State investment to reduce rating pressures and enable provision of better access to local services, infrastructure and jobs.

Funding for designated local road freight routes also needs to be prioritised, including funding for road and rail upgrades identified through regional freight plans.

Commitments sought:

1. A statewide, long term and adequately resourced integrated transport infrastructure plan, including a significant expansion of the public transport network and public transport services.
2. Continuation of and increase to the \$160 million Country Roads and Bridges Program, the \$100 million Local Government Infrastructure program and the \$100 million Putting Locals First program for a further four years to provide funding certainty to rural and regional councils.
3. State Government to work with councils to develop regional freight strategies for local roads to better integrate with State freight and road planning.
4. State funding for road and rail upgrades identified through the development of collaborative regional freight plans.

Community services

Provision of everyday community services and public facilities are the cornerstone of local government's role. Iconic services that are accessed, appreciated and relied upon by local communities on a daily basis include public libraries, home and community care and preschools.

Victoria's 2.5 million public library members visit libraries more than 27 million times each year and borrow one million books each week. While strong demand continues for traditional book-based services, there has been huge growth in demand for computer and wireless internet access, e-books and activity-focused events. Computer bookings have risen by 65 per cent in four years, and libraries' wireless internet access has expanded by 700 per cent in the past three years.

Libraries make an invaluable contribution to lifelong learning and literacy, keep communities socially connected, offer equitable access to technology, and promote workforce participation. The service costs an average \$36 per person and for every dollar invested, there is \$3.56 in community benefits.

Home and Community Care (HACC) provides delivered meals, personal and respite care, allied health, social support, property maintenance and basic cleaning to help more than 300,000 older Victorians in 2012/13, more than 75 per cent of whom also receive a government pension.

One of the key strengths in Victoria's model is the long-term role of councils in planning, funding and delivering locally connected HACC services in partnership with other levels of government. Victoria's exemplary integrated service platform keeps people connected, active, healthy and supported to live at home by linking to many other council services including public health and wellbeing, positive ageing, community transport and recreation initiatives.

As part of the Agreement between the Commonwealth and Victorian Governments to roll out the National Disability Insurance Scheme, responsibility for funding and managing HACC services for people aged over 65 will transfer from the State to the Commonwealth in July 2015.

Kindergarten programs are an important part of Victoria's education system. From July 2013, a National Partnership Agreement saw the introduction of universal access to 15 hours of preschool each week for children in the year before they start primary school. This reform recognised the international evidence linking preschool attendance to improved student results and better economic outcomes. For every dollar spent on early childhood education, it returns \$8 in higher wages, increased tax revenue, reduced school expenditure and reduced criminal justice costs.

Victoria operates a unique community model, where the State currently funds 10 hours of the kindergarten operational cost, the Commonwealth funds the additional five hour national reform, and communities contribute 35 per cent through fees, fundraising and council support. The vast majority operate on a not-for-profit basis and of Victoria's 1,320 community-based kindergartens, at least 1,094 (83 per cent) operate from council-owned buildings at a cost to ratepayers.

MAV Position

Victorian councils are a long standing funding, planning and service delivery partner for public libraries, preschools, and home and community care.

Councils now contribute in excess of \$150 million a year and provide the majority of HACC assessments for meals, home care, personal care and property maintenance services. However, local government's voluntary financial contribution is neither sustainable nor guaranteed, but based on a historical and enduring agreement with the Victorian Government. With the upcoming transfer of responsibility for HACC to the Commonwealth, a formal tri-lateral transition agreement is needed to ensure system stability for councils and users over the next five years, and to maintain and build on the strengths of Victoria's current system.

Local libraries are valued public assets. A comprehensive review undertaken during 2012 and 2013 produced the 'Victorian Library' concept, proposing a borderless and digital-enhanced 21st century model. However deterioration in State funding over many decades continues to undermine the future of the service.

For public libraries to adapt and keep pace with changing community needs, a committed State-local government reform approach is necessary. Once a 50:50 funding partnership, local government now invests around 80 per cent of all funding for public libraries and expects to play a central role in deciding the future strategic direction of the service.

Almost all of Victoria's 73,000 pre-schoolers (98 per cent) have enjoyed access to 15 hours of preschool since the national reforms in mid-2013. This was possible following \$5.5 million of Federal funding spent on operational planning and capacity assessments, \$174 million of State/Federal funds on capital investment and a further \$240 million of local government money to undertake facility improvements. An extra 1,200 teachers and educators were also trained and employed to deliver the additional preschool hours.

However, Federal funding for the additional five hours has not been committed beyond December 2014. Without continued government investment of \$113 million a year to cover the five hours, Victorian parents face a potential 129 per cent fee hike, up from an average \$1,200 to \$2,750 per child per year. This is not sustainable, will price many families out of attending preschool and risks poorer learning outcomes for children.

Commitments sought

Home and Community Care

1. Bipartisan commitment to a Victoria Transition Plan for home and community care and the inclusion of a 'statement of intent' between Commonwealth, State and local government about maintaining the unique role local government has in planning, co-ordinating and delivering this community service.
2. State Government to retain its role in coordinating regional assessment services and service system planning with the Commonwealth and local government, and that this role not be taken over by the Commonwealth
3. The State to implement an increased price for HACC services to councils in 2014/15
4. Negotiate with the Commonwealth for councils to receive targeted allocation of growth funds each year over three years from 2015 – 2018.

Public Libraries

5. Increased funding support for public libraries in recognition of the shared service responsibility and its benefits to Victorian communities including:
 - a. Progressively increase recurrent operational funding over four years to boost the total annual State contribution by \$10 million per annum
 - b. \$20 million over four years for the extension of the Living Libraries capital program, including future program indexation
 - c. Funding of \$1m per annum for public libraries through the Premier's Reading Challenge.
6. The benefits and costs of proposed changes must be examined and tested before councils are asked to commit to a reformed model of delivering library services. A business case assessment of the Victorian Library concept to be undertaken as a priority next step by the government.
7. A formal State-local government partnership agreement, as recommended by the Ministerial Advisory Committee that conducted the Tomorrow's Library review, to be developed as the mechanism that guides future negotiations on Victoria's public library service.

Kindergartens

8. Joint State-local government advocacy to secure recurrent Commonwealth funding for 2015 and beyond for the five hours operation of universal access preschool programs.
9. In the event that advocacy is unsuccessful in securing continued federal funding, then the State Government to:
 - a. Commit to maintain 15 hours of preschool for four-year olds in the year before they commence primary school
 - b. Recognise that families and councils already contribute 35 per cent of total costs for four-year old kindergarten
 - c. Ensure continued affordability for families by taking over responsibility for funding the government portion of 15 hours preschool.

Public health and safety

Local government plays a critical role in promoting the wellbeing of Victorian communities. This ranges from providing Maternal and Child Health (MCH) services to leadership on gender equity and preventing violence against women, to minimising health, social and economic harms arising from gambling and smoking.

The State's partnership with councils in delivering MCH services is highly valued and councils are committed to the ongoing 50/50 funding arrangements for the service. The State's proposed Future Directions Consultation paper for the Victorian MCH service supports maintaining the evidence-based, universal service for all children and families. A recent report by the Auditor-General, however, highlighted that governments face significant risk management issues if the Maternal and Child Health data system and reliable reporting are not improved. As such, a number of directions to strengthen the service have also been proposed, including improvements to MCH information systems.

Men's violence is the leading contributor to ill health, death and disability among Victorian women aged 15 to 44. Violence against women (VAW) affects not only victims and survivors, but the community as a whole. VAW costs the Australian economy \$13.6 billion annually. *Victoria's Action Plan to Address Violence against Women and Children—Everyone has a responsibility to act* set out the State's three-tiered preventing violence against women (PVAW) agenda for 2012-15, including its approach to prevention, early intervention and response. However, no new funding for prevention activities were allocated in the 2014 State Budget.

Problem gambling, predominantly in Victoria's most disadvantaged communities, has also led to a range of physical and mental health, social and economic harms. In 2008-09, \$5.1 billion was lost on gambling in the state. Spending on gaming machines in hotels and clubs accounted for 53 per cent of these losses. Rigorous assessment of the social and economic impacts of electronic gaming machines is essential to protect Victoria's most vulnerable community members. Current tests and timeframes, particularly the net detriment test by the Victorian Commission for Gambling and Liquor Regulation (VCGLR), does not prioritise the best interests of communities.

Illness and death from smoking and second-hand smoke continues to have a huge human toll, costing around 4,000 lives and \$5 billion every year. Further action is needed by all governments to achieve national benchmarks to reduce tobacco use and meet the goals set out in the *Victorian Health Priority Framework 2012-2022*.

MAV Position

Protecting the wellbeing of communities is a shared responsibility and duty of all levels of government. More investment and reforms are needed to improve MCH services, responses to gambling and smoking-related harms, and the epidemic of violence that claims the life of one woman in this country every week.

The MCH service is a highly valued, evidence-based universal service for children and families. It is imperative that the universal platform is maintained and that any proposed improvements are thoroughly investigated, and appropriately resourced and funded by the State.

Victorian councils are recognised nationally and internationally as world leaders in delivering innovative community projects aimed at preventing violence against women and their children. While the State has previously supported the MAV's gender equity work to lead and support councils' PVAW activities, renewed funding is urgently needed so that our project can continue to strengthen local government's prevention capacity from 2015 onwards.

Councils assess the social and economic impacts of proposed new electronic gaming machine (EGM) venues or additional EGMs in existing venues, and put forward community concerns as part of the decision-making process. Evidence shows that council submissions to the VCGLR rarely lead to an application being refused by the Commission. Given the harms associated with problem gambling are so well documented, the burden of proof should rest with the applicant, not council, to demonstrate whether new or increased availability of EGMs will bring a net economic and social benefit to communities.

While smoking is now banned at beaches, playgrounds, children's sporting events and public transport platforms, Victoria is lagging behind other states in smoke-free alfresco dining reforms. State laws already exist or are proposed in Queensland, Western Australia, South Australia, New South Wales and Tasmania.

The MAV reiterates our recommendation for the government to introduce laws to ban smoking in alfresco dining areas. This solution offers sound benefits in providing consistent rules for all businesses and diners, regardless of municipal boundaries. It will also enable the government to achieve its targets of reducing both lives lost and public health costs, de-normalising smoking for young and disadvantaged people, and helping smokers to quit.

Commitments sought:

1. Strengthen and improve the MCH service by:
 - a. Implementing in partnership with the MAV and councils agreed improvements for the MCH service proposed in the State's 'Future Directions' document released April 2014, ensuring the maintenance of the universal service offered to all families.
 - b. Ensuring that the output purchase price of MCH in the new Memorandum of Understanding between the MAV and the Department of Early Childhood Development reflects the reasonable cost of providing the service.
 - c. Doubling annual funding to \$33 million per annum to extend the Enhanced Maternal and Child Health Services to meet the needs of families with children up to two-years-old.
2. Commit new funding towards the primary prevention of violence against women projects, including \$100,000 per year for each of 2015 and 2016 for continuation of the MAV's gender equity and PVAW project.
3. Introduce statewide smoking bans for alfresco dining areas.
4. Require the Victorian Commission for Gambling and Liquor Regulation (VCGLR) to consider the social and economic impacts of proposed new gaming venues and increases of gaming machines in venues.

Emergency management

The new governance arrangements set out in the *Emergency Management Act 2013* came into effect in July 2014. The MAV now formally represents councils in emergency management through our place on the State Crisis and Resilience Council (SCRC) and the three SCRC subcommittees.

The MAV expects the State's emergency management reform agenda will continue to be implemented over the next few years based on commitments in the *Emergency Management Reform White Paper* (2012). However, the timing and detail of reforms specific to local government remain uncertain.

We also expect the State to finalise the Victorian Floodplain Management Strategy by the end of the year. The strategy will outline roles and responsibilities at the state, regional and local levels and will cover risk assessment, communication and warnings, mitigation, infrastructure management and land-use planning.

The government's response to the Environment and Natural Resources Committee report into Flood Mitigation Infrastructure supported making councils responsible for the management and maintenance of urban levees. Where there is a demonstrated benefit and community support, the government has indicated it will contribute to new urban levees or major upgrades to existing urban levees. Maintenance costs are to be borne by local government, applying a beneficiary pays principle. Councils may also be responsible for rural levees where there is demonstrated community support, including a willingness to pay.

Bushfire planning and community preparedness continue to be priority issues for the MAV and councils. A key concern for councils is the current community misunderstanding about the various shelter options. Community members are in many cases still confused about the role of neighbourhood safer places (NSPs); often overestimating the level of safety they provide and having an expectation of council and/or response agency presence at an NSP during a fire.

A further long-standing issue for councils is the current funding model for Victoria State Emergency Service (VicSES) volunteer units. Under Victoria's arrangements, the VicSES is the control agency for flood, storm, earthquake and tsunami. However, volunteer units are reliant on local government for funding - and in many cases accommodation, equipment and insurance - based on a 1989 State-MAV agreement committing councils to matching State contributions. The MAV and councils have been advocating for a review of this now obsolete agreement for many years.

MAV Position

The reform commitments most eagerly awaited by councils include:

- Review all legislation that allocates emergency management responsibilities to councils to clarify local government's roles in emergency management
- Develop a new structure of Municipal Emergency Management Planning, including shared accountability for plans and implementation
- Identify hazard leaders and make them accountable for undertaking and implementing hazard specific plans; and
- Support regional planning and cluster models where councils work together to meet their emergency management responsibilities.

Additionally, the White Paper stated that councils will also have a role in the development of community resilience committees that enable local communities to develop all-hazard plans in line with municipal, regional and state plans.

Councils generally agree they have a role to play in promoting community resilience, however it remains a barrier to implementation that no single agency is responsible for leading this work. Additionally, there are many differing interpretations of what is intended or meant by resilience. Councils support the development of a resilience framework led by a single state agency with implementation supported by councils at the community level.

Earlier this year the MAV responded to the Fire Services Commissioner's Bushfire Shelter Options discussion paper. We called for an evidence-based review of bushfire shelter policy considered alongside evacuation, warnings, community education and resilience. We also called for a review of NSP legislation.

The statutory requirement for councils to identify, assess and designate NSPs was introduced following the Victorian Bushfires Royal Commission (VBRC). NSP legislation makes it clear that councils are liable for death or injury when a site is being used as a NSP and many councils are deeply concerned that they hold liability despite being reliant on experts such as fire agencies to assess sites. The department or agency with the appropriate knowledge, skills, capability and capacity to best develop, manage and implement a safety or shelter policy should be assigned responsibility and accountability for this role.

MAV analysis shows that the government's policy relating to flood mitigation infrastructure will have a large financial impact on a small number of councils. Solutions are needed that do not impose an unmanageable financial burden on rural communities. Additionally, under the new policy some councils will inherit levees which they did not construct and have not previously managed or maintained. They will be required to make decisions about decommissioning levees or leaving them unmanaged which may result in liability. The MAV has requested consideration of limited immunity where councils have exercised a reasonable level of care or acted in good faith in the exercise of their new functions.

Councils value the role of local SES units and volunteer members in their respective communities; however the current funding arrangements are not sustainable. The MAV believes the State should adequately fund volunteer units so that there is no longer a reliance on local government contributions.

The MAV's Improving Emergency Management in Local Government Program (IEMLG) delivered a range of initiatives between 2011 and 2014. The program was made possible by a four-year State Government grant to the MAV to support councils with the implementation of Victorian Bushfires Royal Commission and Victorian Floods Review recommendations. The grant concluded in June 2014 and as a consequence the IEMLG program could not continue. Our capacity to lead local government performance improvement initiatives in emergency management will be limited in the absence of renewed funding.

Commitments sought:

1. Adherence to the principles outlined in the VSLGA, including explicit local government consultation on emergency management legislative reforms and the inclusion of Cabinet impact statements for all proposed reforms that affect councils
2. State funding for works on levees that are identified as necessary for community flood protection. At a minimum, a hardship clause should be considered for financially-stressed councils that cannot afford the one third contribution to the flood study and capital works.
3. Introduction of a 'grace-period' in which councils are not responsible for urban levees. During this time further work into design, standards and cost be undertaken. Beyond this period, councils to be granted limited immunity where they have acted reasonably or in good faith.
4. A review of Neighbourhood Safer Places legislation.
5. A review of the funding arrangements for SES volunteer units and a commitment from the State to adequately fund units including accommodation, equipment and insurance.
6. \$200,000 per year for two years to continue the MAV Improving Emergency Management in Local Government Program throughout the emergency management reform period.

Responding

All political parties are requested to respond to this *Call To Parties* outlining responses to the commitments sought by local government to advance strong working relationships with the incoming Victorian Government. A response template has been provided with this document.

Priorities and commitments have been determined by councils and formally endorsed by members in the MAV's Strategic Work Plan 2014-15.

The MAV will report back to all Victorian councils prior to the state election detailing the responses received from political parties, which will also be published on our website.

Your response will greatly assist councils and communities to make informed decisions about the policy commitments that will best meet their needs over the next term of government.

Please send your response to:

Mr Rob Spence
Chief Executive Officer
Municipal Association of Victoria
GPO Box 4326
Melbourne 3001

Or email: rspence@mav.asn.au



C2 - REPORT

GENERAL MANAGER GOVERNANCE

ITEM C2.1**REMUNERATION COMMITTEE MINUTES**

DIVISION: GOVERNANCE
ACTION OFFICER: GENERAL MANAGER GOVERNANCE
DATE: 5 AUGUST 2014

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

OBJECTIVE

To note and receive the minutes and endorse the actions of the Remuneration Committee meeting held on 15 July 2014.

OPTIONS

Council has the following options:

1. To note and receive the Remuneration Committee Meeting Minutes held on 15 July 2014 and endorse the actions from the meeting, or
2. To not note and receive the Remuneration Committee Meeting Minutes held on 15 July 2014 or endorse the actions from the meeting and seek further information for a future meeting of Council to consider.

PROPOSAL

It is proposed that:

1. Council note and receive the Remuneration Committee Meeting Minutes held on 15 July 2014 as attached; and
2. Council endorse the actions from the Remuneration Committee meeting held on 15 July 2014 as detailed in the attached minutes.

CONFLICT OF INTEREST

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

COUNCIL POLICY IMPACT

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

COUNCIL PLAN IMPACT

The Council Plan 2013–17 Theme 2 Organisational states the following strategic objective and related strategy:

Strategic Objective

“An organisation that is responsive, flexible, honest, accountable and consistent.”

Strategy 2.3

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

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

RECOMMENDATION

That:

- 1. Council note and receive the Remuneration Committee Meeting Minutes held on 15 July 2014 as attached; and***
- 2. Council endorse the actions from the Remuneration Committee meeting held on 15 July 2014 as detailed in the attached minutes.***



REMUNERATION COMMITTEE MINUTES

Tuesday 15 July 2014 – 10.00am CEO's Meeting Room
MINUTES

PRESENT Councillor Peter Cleary (Chair)
Councillor Malcolm Hole
Liz Collins (General Manager Governance)

APOLOGIES: Councillor John Duncan, David Morcom (Chief Executive Officer)

DECLARATION OF CONFLICTS OF INTEREST:

No Conflicts of Interest were declared.

1. Councillor Costs and Reimbursements

- Councillor Expense Report Interim June 2014
- Councillor Expense Report Interim YTD as at 30 June 2014; and
- Councillors Budget Report Interim YTD as at 30 June 2014
- Councillor Expense Summary Report Interim YTD as at 30 June 2014

Discussion took place in relation to the Councillors expenditure for the year ended 30 June 2014. It was noted that the interim full year reports indicated expenditure was within budget.

Action: It was recommended that a new line be added into the Councillor Expenses reports to show the costs for any Council vehicle allocated to a Councillor.

2. Councillor accommodation

The Mayor has requested that the Remuneration Committee consider Councillor accommodation expenses and the level of expenditure/costs that Council will approve for a Councillor undertaking Council business. There have been a number of occasions in recent time when the Employee Administration Policy relating to accommodation and meals has been applied to Councillors. There has also been a number of occasions recently where a Councillor has requested an upgrade to the accommodation booked and reimbursed/paid for the difference themselves.

Clear guidelines for Councillors and officers managing booking etc would be beneficial.

A copy of the Employee Administration Policy is attached (Attachment No 2)

An extract from the Councillor Entitlements and Administration Policy and the Expense Guidelines is included at attachment 3.

Action: It was recommended that the Councillor Expense Claim Guidelines be amended to provide clear direction in relation to accommodation for Councillors. A copy of the Draft Amended Councillor Expense Claim Guidelines is included at Attachment 4.

3. General Business

It was noted that when the Local Governance (Governance and Conduct) Bill was passed that Councils will no longer be able to have Councillor Discretionary Funds. Council only has a very small discretionary fund as most adhoc grant/sponsorship requests are assessed and processed through a grants administrative process.

The Meeting closed at 10.45am

Attachments:

1. Councillor Support Summary Expense Report as at 30 June 2014 (Interim)
2. Extract from Employee Administration Policy Manual – Accommodation and Meals
3. Extract from Council Policy – Councillor Entitlements and Administration and associated Guidelines
4. Draft amended Councillor Expense Claim Guidelines

Attachment 1 – Summary Councillor Support Expenses July 2013 to June 2014 (Interim)

Wellington Shire Council							
Councillors - Expense Summary							
For the period 1 July 2013 to 31 June 2014 (as at 7 July 2014)							
Activity	YTD Actuals (incl oncosts)	YTD Budgets	YTD Variance	Commitments	2013-14 Adopted Budget	2013-14 Adjusted Budget	2013-14 Forecast
Councillor and Mayoral Allowances	273,455	275,520	2,065	0	275,520	275,520	274,035
Other Councillor expenses	115,798	169,405	53,607	92	169,405	169,405	148,252
Grand Total	389,253	444,925	55,672	92	444,925	444,925	422,287

EXTRACT FROM THE ADMINISTRATIVE POLICY MANUAL (APPLIES TO ALL EMPLOYEES)

Wellington Shire Council – Administrative Policy Manual – 3 April 2014 Page 33

13. ACCOMMODATION AND MEAL ALLOWANCES

Policy Number: 13

Approved by: Chief Executive Officer

Date Approved: August 2013

Date Effective: Immediately

Date of Next Review: Annually

Related Policies:

Applicable to Unit(s): Organisation

Responsible Officer: Manager Organisation Development

Statutory Reference: *OH&S 2004*

Charter of Human Rights 2006

1. Overview:

This policy will provide understanding and guidance for staff who require accommodation and/or meal allowances when attending conferences, events or professional training programs.

In general any conference, event or training program which requires travel in excess of three hours in a single direction may qualify an “away from home” stay of at least one night (for example a single day conference in Melbourne if conference commencement time is 9am concluding at 5pm would generally require an overnight stay on the evening prior to the conference, with the employee returning home at the end of the conference). However, if attendance at a conference dinner is an element of the event program, it would be accepted that an additional overnight stay may be required.

2. The Policy:

This policy applies to all full time and permanent part time employees of Council.

Standard of Accommodation

Standards of accommodation vary markedly in both urban and regional areas. It is expected that employees will select accommodation in commercial establishments like hotels, motels and serviced apartments. Staff are entitled to a standard single room.

Accommodation costs

The costs for regional and metropolitan accommodation does vary, standard rates for regional accommodation is up to \$150.00 per night. Standard rates for metropolitan accommodation will be up to \$190.00 per night. It is acknowledged that under some circumstances this may not be possible (for example where a conference is held in an area where few accommodation options are available). Parking costs shall be allowed in addition to the accommodation costs when in the metropolitan area.

Attachment 2 – Extract from the Employee Administration Policy Manual – Accommodation and Meal Allowances

Any additional costs incurred such as room upgrades, additional meals, mini bar purchases and movie hire is required to be personally paid for by the employee.

Meal Allowances

The reasonable amount for meals depends on the period and time of travel. That is, the rates only apply to meals (that is breakfast, lunch and dinner) that fall within the time of the day from the commencement of travel to the end of travel covered by the allowance. The consumption of two standard alcohol drinks with dinner is permitted any more than that two standard drinks are to be paid for by the council employee.

The meal allowances are established in conjunction with the Australian Taxation Office guide 'Meal Allowances'. The amounts listed below are a guide for staff and are indicative of upper limits.

Breakfast \$24.90

Luncheon \$28.00

Dinner \$47.75

*All prices quoted are inclusive of GST

All accommodation costs/expenditure must be pre-approved by your Manager prior to any reservations being made.

ATTACHMENT 3

(A) EXTRACT FROM THE COUNCIL POLICY – COUNCILLOR ENTITLEMENTS AND ADMINISTRATION

Other Expenses

Expenses not specifically addressed in this Policy as expenditure for which a Councillor is entitled to be reimbursed or paid, may be referred to the Remuneration Committee for consideration as a “necessary expense”. Where the Committee considers the expense to be legitimately incurred in the performance of Council duties, a proposal will be minuted and report provided at the next Council meeting recommending reimbursement.

Any expenditure not specified above as expenditure for which a Councillor is entitled to be paid or reimbursed by Council shall be the responsibility of the Councillor.

(B) EXTRACT FROM COUNCILLOR EXPENSE CLAIM GUIDELINES

2. Conferences and Seminars

Councillors sponsored by Council to participate in conferences and seminars shall have all reasonable expenses for travelling, transport, accommodation, registration fees, meals and other out-of-pocket expenses relating to the conference/seminar paid or reimbursed on their behalf provided the claim is substantiated with Tax Invoices.

Councillors should note that minibar expenses are not reimbursable.

Before any claim is paid or reimbursed, requests for attendance at conferences and seminars will need to be submitted on a Councillor Expense Proposal Form for approval by Council at the earliest available Councillor Diary Meeting.

Travel and accommodation arrangements should be completed by the Councillor Support Officer and/or Executive Assistant. Arrangements for payment of any accommodation expenses that are required to be made at the time of check-out using a corporate credit card will need to be made prior to the travel being taken. Arrangements or payments made outside this criterion may not be reimbursed.

ATTACHMENT 4 – DRAFT AMENDED COUNCILLOR EXPENSE CLAIM GUIDELINES

CHIEF EXECUTIVE OFFICE

COUNCILLOR EXPENSE CLAIM GUIDELINE

Approved by**Date**

5 August 2014

Approved/Effective:**Related Documents:**

Councillor Entitlements and Administration Policy

Applicable to Unit(s):

Chief Executive Office, Councillors

Responsible Officer:

Manager Organisation Development

Document Number:

N/A

(Dataworks)

This Guideline should be read in conjunction with the Councillor Entitlements and Administration Policy.

BACKGROUND

In accordance with the Councillor Entitlements and Administration Policy (Policy) Councillors are entitled to claim reimbursement for out-of-pocket expenses that are lawfully incurred when performing Council Duties (as defined in the Policy).

EXPENSE CATEGORIES

1. Travel

Upon completion and forwarding of a claim form, travelling expenses will be paid to Councillors for out-of-pocket expenses related to Council Duties as per Section 1 of the Councillor Entitlements and Administration Policy.

A Councillor travelling within Victoria or interstate shall use the most cost-effective form of transport. Payment will be made on that basis. (N.B. This may include the use of a Council car or Council rail passes when appropriate).

The basis for travel claims are as follows:

- Travel must be undertaken as quickly as possible and by the shortest route possible.
- Where travel is by air, the standard shall be economy class.
- Claims will only be paid on the basis of the actual form of transport.
- Reimbursement of travelling expenses shall be calculated based on the Vehicle Operating Costs as determined by the Royal Automobile Club of Victoria (RACV) from time to time.
- Councillors who choose to regularly utilise a privately owned bicycle for the purpose of travelling to approved Council meetings are entitled to claim \$50 per annum in lieu of bike maintenance and repairs.

2. Conferences and Seminars

Councillors sponsored by Council to participate in conferences and seminars shall have all reasonable expenses for travelling, transport, accommodation, registration fees, meals and other out-of-pocket expenses relating to the conference/seminar paid or reimbursed on their behalf provided the claim is substantiated with Tax Invoices.

Councillors should note that minibar expenses are not reimbursable.

Before any claim is paid or reimbursed, requests for attendance at conferences and seminars will need to be submitted on a Councillor Expense Proposal Form for approval by Council at the earliest available Councillor Diary Meeting.

Travel and accommodation arrangements should be completed by the Councillor Support Officer and/or Executive Assistant. Arrangements for payment of any accommodation expenses that are required to be made at the time of check-out using a corporate credit card will need to be made prior to the travel being taken. Arrangements or payments made outside this criterion may not be reimbursed.

When booking accommodation the following guidelines will be followed by Councillors:

Standard of Accommodation

Standards of accommodation vary markedly in both urban and regional areas. It is expected that Councillors will select accommodation in commercial establishments like hotels, motels and serviced apartments. Councillors are entitled to a standard single room.

Accommodation costs

The costs for regional and metropolitan accommodation does vary, standard rates for regional accommodation is up to \$150.00 per night. Standard rates for metropolitan accommodation will be up to \$190.00 per night. It is acknowledged that under some circumstances this may not be possible (for example where a conference is held in an area where few accommodation options are available). Parking costs shall be allowed in addition to the accommodation costs when in the metropolitan area.

Any additional costs incurred such as room upgrades, additional meals, mini bar purchases and movie hire is required to be personally paid for by the Councillor.

Meal Allowances

The reasonable amount for meals depends on the period and time of travel. That is, the rates only apply to meals (that is breakfast, lunch and dinner) that fall within the time of the day from the commencement of travel to the end of travel covered by the allowance. The consumption of two standard alcohol drinks with dinner is permitted any more than that two standard drinks are to be paid for by the Councillor.

The meal allowances are established in conjunction with the Australian Taxation Office guide 'Meal Allowances'. The amounts listed below are a guide for Councillors and are indicative of upper limits.

Breakfast \$24.90

Luncheon \$28.00

Dinner \$47.75

*All prices quoted are inclusive of GST

Councillors should note that accommodation arrangements and/or meal arrangements outside of this Guideline, if not preapproved by the Council, for example a room upgrade that takes the accommodation cost to greater than the amount in the Guidelines, may have the additional cost charged back to the Councillor.

3. Dependant Care

Councillors incurring bona fide dependant care expenses paid to a recognised provider, or a person who does not:

- Have a familial or like relationship with the Councillor, or
- Reside either permanently or temporarily with the Councillor, or
- Have a relationship with the Councillor or Councillor's partner such that it would be inappropriate for Council to reimburse monies paid to the care provider.

Will be reimbursed such dependant care expenses when the dependant care is necessary in order to allow the Councillor to perform Council duties.

4. Communication

Where Councillors are using all or some of the following equipment:

- telephone (fixed line)
- fax/printer/copy machine
- computer (laptop computer provided by Council)
- modem
- Internet connection

The Council will pay all connection fees, rental fees and call charges for the above hardware provided its use is related to Council business. Any private use of the equipment must be recorded, and the direct costs of such private use shall be reimbursed to Council.

5. Mobile telephone

Councillors are to be provided with a mobile telephone (smart phone or equivalent) upon commencement.

The use of the mobile telephone will be for reasonable Council business use. Personal use which can be separately costed will be met from the Councillor Allowance. Should a Councillor opt to use a privately owned mobile phone for Council purposes, reimbursement shall include monthly service charges and call costs, capped at \$80 per month in total.

6. Other Expenditure

Any expenditure not specified above as expenditure for which a Councillor is entitled to be paid or reimbursed by Council shall be the responsibility of the Councillor

CLAIMS PROCEDURE

- All claims for out-of-pocket expenses shall be made on the official Wellington Shire Council Travel/Miscellaneous Expenses Claim Forms. Forms may be obtained from the Councillor Support Officer.
- Claims are to be submitted monthly where possible but not less than quarterly (by end June, September, December and March). All outstanding claims for the June quarter must be received by no later than 14 July annually for expenses incurred in the previous quarter. Any claims submitted later than 3 months after the expense was incurred will not be considered for payment.
- Receipts for payments and Tax Invoices shall be provided to substantiate claims for expenses incurred.
- Expenses shall be paid in arrears, unless otherwise authorised by the Chief Executive Officer.
- Claim forms should be lodged with the Councillor Support Officer.

Councillors should note the following:

- Out of pocket expenses exclude minibar expenses and fines.
- Where out-of-pocket expenses arise as a result of a Councillor being appointed by the Council to an external body, Councillors are requested to seek reimbursement of necessary out-of-pocket expenses from the governing body rather than Council.
- Councillors shall not be issued with Wellington Shire Council credit cards.

ITEM C2.2**COUNCIL FINANCIAL AND KEY STRATEGIC ACTIVITY
QUARTERLY REVIEW**

DIVISION: GOVERNANCE
ACTION OFFICER: GENERAL MANAGER GOVERNANCE
DATE: 5 AUGUST 2014

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

OBJECTIVE

To present to Council the Interim June 2014 Quarterly Finance and Key Strategic Activity Reports in accordance with the requirements of the *Local Government Act 1989*.

BACKGROUND

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 the budgeted revenue and expenditure for the financial year with the actual revenue and expenditure to date is presented to the Council at a Council meeting which is open to the public.

In accordance with this requirement a copy of the Interim June 2014 Quarter Finance Report together with a report on the progress of the key strategic activities that were contained in the 2013/2014 adopted budget are attached.

The Interim June 2014 Quarterly Finance Report is attached detailing actual results prior to finalisation of all year end adjustments. It is expected that the final 30 June 2014 results will be in line with previous forecasts with variances mainly relating to some grant funds received in 2013/14 that relate to 2014/15. Details of these additional grant funds received is included in the attached report.

Achievement of all key strategic activities is in line with original expectations with the exception of the installation of new energy efficient street lights which will be completed in the 2014/15 year. Details of the projects are included in the attached report.

OPTIONS

Council has the following options:

1. Receive the Interim June 2014 Quarterly Finance Report and note the attached Key Strategic Activities Report as at 30 June 2014; or
2. Seek further information in relation to the Interim June 2014 Quarterly Finance Report and the Key Strategic Activities Report as at 30 June 2014 and present it at a future meeting of Council.

PROPOSAL

That, in accordance with the requirements of Section 138(1) of the *Local Government Act 1989*, Council receive the Interim June 2014 Quarterly Finance Report and note the attached Key Strategic Activities Report as at 30 June 2014.

CONFLICT OF INTEREST

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

FINANCIAL IMPACT

The attached financial report provides information that informs Council on its financial operations for the June 2014 quarter as well as the interim financial position for the 2013/14 year.

LEGISLATIVE IMPACT

Section 138(1) of the *Local Government Act 1989* requires that at least every 3 months, the Chief Executive Officer must ensure that a statement comparing the budgeted revenue and expenditure for the financial year with the actual revenue and expenditure to date is presented to the Council at a Council meeting which is open to the public.

This report meets this legislative requirement.

COUNCIL PLAN IMPACT

The Council Plan 2013–17 Theme 2 Organisational states the following strategic objective and related strategy:

Strategic Objective

"An organisation that is responsive, flexible, honest, accountable and consistent."

Strategy 2.3

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

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

PUBLIC QUESTIONS AND COMMENTS FROM THE GALLERY

RECOMMENDATION

That, in accordance with the requirements of Section 138(1) of the Local Government Act 1989, Council receive the Interim June 2014 Quarterly Finance Report and note the attached Key Strategic Activities Report as at 30 June 2014.



KEY STRATEGIC ACTIVITIES

PROGRESS REPORT AS AT 30 JUNE 2014

Key Strategic Activities

Progress Report as at 30 June 2014

This appendix presents a number of key strategic activities to be undertaken during the 2012/13 year and performance targets and measures in relation to these.

Key Strategic Activity	Performance Measure	Performance Target	Progress Comment	Status
LEADERSHIP AND ENGAGEMENT				
Media and Public Relations				
Produce and distribute targeted communication tools, including Wellington Matters and Wellington News	Cost: Within budget Quality: Wellington Matters published and distributed and Wellington News published weekly.	30 June 2014	Four editions of Wellington News published in June 2014. Delivery commenced of Wellington Matters winter 2014 edition.	Complete
Advocate on the community's behalf to state and federal agencies on a range of issues relevant to Wellington Shire Council	Cost: Within budget Quality: Council has liaised with state and federal agencies on a range of issues relevant to Wellington Shire Council.	30 June 2014	Council continues to advocate to State Government on community views on Onshore Gas and other Unconventional Gas. Council is monitoring existing service use after return of Traralgon to Bairnsdale rail and discussion regarding potential for additional services. Future expansion of RAAF Base East Sale with Defence Project AIR5428 was discussed at a meeting with Minister Ryan (State Development) and Minister Rich-Phillips (Aviation). Discussions continue in relation to State and Federal issues. Tender closed 31 March 2014. Council will continue to monitor. Council Meeting 17 Dec 13 agreed to write to Premier in support of extension of Onshore Gas Moratorium. Response received that letter would be responded to by Minister Kotsiras. Council made a submission to Federal Government Mobile Coverage Program Discussion Paper including comments on mobile phone blackspots in February 2014. At Council Meeting 15 April 2014, Council endorsed submission to the Federal Government Agricultural Competitiveness Issues Paper. Although the Green Paper was anticipated to be released in June for comment, this has yet to be published. Council was one of only a small amount of local governments nationally that made a	Ongoing

Key Strategic Activity	Performance Measure	Performance Target	Progress Comment	Status
			submission to the Issues Paper.	
ORGANISATIONAL				
Organisation Development				
Manage the 2013 Enterprise Bargaining Agreement process to ensure finalisation of a new agreement from October 2013.	Cost: Within budget Quality: Enterprise Bargaining Agreement is certified.	31 October 2013	EBA8 was signed by the Fair Work Commissioner on 24 December 2013.	Complete
Manage the Wellington Shire Council business improvement process to ensure that opportunities for improvement are identified, strategically prioritised and implemented across the organisation.	Cost: Within budget Quality: A business improvement framework has been implemented.	30 June 2014	Stage three organisational self-assessment is currently being planned for late August and aims to identify and prioritise the next round of cross organisational improvement opportunities.	Ongoing
NATURAL ENVIRONMENT				
Natural Environment & Parks				
Provide sustainability education and awareness opportunities to Council staff, schools, businesses and communities.	Cost: Within budget Quality: Sustainability programs have been delivered to a range of community groups.	30 June 2014	Nine education sessions delivered across June involving 192 students. Topics covered included rubbish and recycling, tours of the Kilmany Resource Recovery Facility and horticulture. One session on sustainability policy & strategy held with 10 high school students. Total for 2013/14 = 4744 students engaged during 99 sessions across the financial year. Provided an article on the national Tree Planting Day for the June Wellington Whisper. A total of 11 articles across the 13-14 year on sustainability matters. Assisted Aqua Energy staff with recycling issues. Working with the Local Laws Unit on the continuing problem of littering and dumping of rubbish.	Ongoing

Key Strategic Activity	Performance Measure	Performance Target	Progress Comment	Status
Complete installation of new energy efficient street lights in accordance with project plan.	Cost: Within budget Quality: New energy efficient street lights have been installed.	Net \$0.5 million 30 June 2014	The Project Plan was submitted to the Federal Government Community Energy Efficiency Program in November last year. Final approval of the project plan was granted in March/April 2014. The project plan requires selection of lighting luminaires by June 2014. SPAusnet have approved the use of an LED light as a non-standard fitting. On 17 June 2014 Council authorised the purchase of lights for this project. This project will continue next financial year upon authorisation of a contract for the physical removal and replacement of the luminaires. Delivery of these works is required by 30 June 2015.	Complete

INFRASTRUCTURE

Assets and Projects

Finalise designs for the upgrade of the intersection of the Princes Highway and Cobains Road, Sale.	Cost: Within budget Quality: Design works have been finalised.	30 September 2013	The functional design for the intersection of the Princes Highway and Cobains Road has been finalised and is now approved by VicRoads.	Complete
Complete the construction and upgrade to the Rosedale Pool in accordance with the project plan.	Cost: Within budget Quality: Project works have been completed.	31 December 2013	Project completed in time for the opening of the summer pool season on 30 November 2013.	Complete
Commence construction of the Yarram Community Hub in accordance with the project plan.	Cost: Within budget Quality: Construction works have commenced.	31 January 2014	Construction work on the Yarram Hub commenced in late October with the internal demolition works commencing.	Complete
Commence construction of the Yarram Recreation Reserve Clubrooms refurbishment in accordance with the project plan.	Cost: Within budget Quality: Construction works have commenced.	31 January 2014	The concept design for the building has been accepted and detailed design work is well advanced for the project to be tendered for construction in 2014. In accordance with the project plan, concept design and site clearing were completed in the 2013-2014 year. Works are to commence in the 2014-2015 year.	Complete

LAND USE PLANNING

Land Use Planning

Submit for Council consideration Amendment C72 (Heyfield Structure Plan	Cost: Within budget Quality: Amendment C72,	\$65,000 31 May 2014	Amendment C72 (Heyfield Structure Plan Implementation) reported to Council on 20 August 2013. Public exhibition was held between 31 October - 16 December 2013. Submissions were	Complete
---	--	-----------------------------	--	----------

Key Strategic Activity	Performance Measure	Performance Target	Progress Comment	Status
Implementation), Amendment C74 (Yarram, Maffra and Stratford industrial Land Strategy) and Amendment C82/C83 (Longford rural residential rezoning).	C74 and C82/C83 are presented to Council.		considered at the 4 February 2014 Council meeting, with a recommendation to refer submissions to an Independent Planning Panel. The Panel hearing took place on 4 April 2014. A Council workshop was held on 17 June 2014 to discuss the findings of the Panel report. A report will be presented to Council for consideration on 15 July 2014 seeking adoption of the amendment. Following Council's consideration of submissions, Amendment C74 (Yarram, Maffra and Stratford Industrial Land Strategy Implementation) was considered by an Independent Planning Panel on 19 September 2013. The report of the Panel was received 30 September 2013. Council adopted Amendment C74 on 17 December 2013. Amendment C74 was approved by the Minister for Planning on 10 April 2014. Amendment C82 and Amendment C83 (Longford rural residential rezonings) were considered by Council on 16 July 2013 and 20 August 2013 respectively. Both amendments were publicly exhibited between 31 October - 16 December 2013. Submissions were reported to Council on 4 February 2014, with a recommendation to refer submissions to an Independent Planning Panel. The Panel hearings were both held on 28 March 2014. A Council workshop was held on 17 June 2014 to discuss the findings of the Panel reports. A report will be presented to Council for consideration on 15 July 2014 seeking adoption of both amendments.	
Submit Amendment C70 (Wellington Planning Scheme Review Stage 1) to Council for consideration.	Cost: Within budget Quality: Amendment C70 is submitted to Council.	1 September 2013	Following Council's 17 September 2013 resolution, Amendment C70 has been submitted to the Minister for Planning for consideration.	Complete
ECONOMY				
Economic Development				
In accordance with funding agreement for the Latrobe Valley Roadmap sponsorship for Business Support Officer, provide Small to Medium Enterprises	Cost: Within budget Quality: Small to Medium Enterprises training/workshops have been delivered.	30 June 2014	Meeting held with new Regional Development Victoria point of contact to ensure consistency of approach between three Shires. Review of work done with targeted businesses to ensure program requirements met, as project nears end of 12 month period. With original target of 15 businesses to engage over period, 22 businesses have received specific assistance for growth and	Complete

Key Strategic Activity	Performance Measure	Performance Target	Progress Comment	Status
with business planning and marketing training/workshops and provide or refer these businesses for assistance to secure government grants.			mentoring. Support through workshops and initial business support discussion has engaged far greater number of small business across the Shire and business type. An extension of project up to 16 April 2014 agreed with RDV staff to finalise projects given Business Support Officer has remained on staff to cover another role. Completion Report submitted to RDV.	
Continue to advocate for the delivery of Defence Project AIR 5428 at RAAF Base East Sale.	Cost: Within budget Quality: Council has liaised with a range of stakeholders during the year to advocate on behalf of AIR 5428.	30 June 2014	Council officers have met with potential tenders for Defence Project AIR 5428 RFT which was released 2 August, prior to Federal election announcement. Discussions ongoing with Department of State Development, Business and Innovation (DSDBI) and Aviation staff regarding Victorian support to potential bids. Manager-Economic Development presented at DSDBI Working Group 29 November 2013. Council Officers attended DSDBI Working Group meetings in December 2013. Late December 2013, Tender closure date was extended to 31 March 2014, an additional six weeks. February 2014 edition of Australian Defence Magazine feature an editorial on why RAAF Base East Sale was natural choice for BFTS, with information provided by Wellington Shire Council in support of the Victorian on-base tender option. Mayor, Cr Cleary and CEO and Council staff met with Minister for Defence on 19 February and discussed AIR 5428 issues. Tender closed midday 31 March 2014. Little information expected while tender evaluation proceeding. No expectation of any publicly available information until end of 2014 at the earliest.	Complete
COMMUNITY WELLBEING				
Community Wellbeing				
Manage, support and facilitate the 2013/14 Community Assistance Grants scheme including programs, facilities and events.	Cost: Within budget Quality: Community Assistance Grants recommendations have been presented to Council for consideration.	\$0.4 million 30 June 2014	At June 3 Council meeting funding recommendations were finalised with \$98,547.18 issued to successful applicants as part of the April funding round. The new round of the Community Assistance Grant Scheme opened on the 15 June and will close on the 1 August. Funding of \$5,000 is available for community events, project and facilities. The Quick response grants will commence in the 2014/15	Complete

Key Strategic Activity	Performance Measure	Performance Target	Progress Comment	Status
			financial year. Application forms and guidelines will be available on the website.	
Develop a Municipal Public Health and Wellbeing Plan 2013-17 in consultation with community and stakeholders and present to Council for consideration.	Cost: Within budget Quality: The Municipal Public Health and Wellbeing Plan 2013-17 was presented to Council for consideration.	1 November 2013	The Municipal Public Health and Wellbeing Plan 2013-2017 'Healthy Wellington' was presented to the Council meeting on 17 September 2013. It was then released to the public for further comment. After minor changes the final plan was adopted by Council at its meeting on 19 November 2013. An action plan is being developed to accompany the plan and will be reviewed on an annual basis.	Complete
Arts and Culture				
Present a report to Council for consideration, detailing the options for the provision of a municipal Library and Arts Hub.	Cost: Within budget Quality: A report is presented to Council for consideration.	30 June 2014	Tender for Port of Sale Cultural Hub Architectural Design Services advertised online and in The Age classifieds on 14 June. Responses to contract documents from architects close 16 July and there have been many expressions of interest already.	Complete

**QUARTERLY FINANCE INTERIM REPORT- JUNE 2014
(AS AT 15 July 2014)**

FINANCIAL OVERVIEW

JUNE 2014 INTERIM FINANCE REPORT - SUMMARY (AS AT 15 JULY 2014)

	YTD			Full Year		
	Actual	Adopted Budget	Variance	Adopted Budget	Forecast	Variance
	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000
Operating Income	64,685	62,521	2,164	62,521	65,360	2,839
Operating Expenditure	72,834	74,404	1,570	74,404	74,481	(77)
Underlying Result	(8,149)	(11,883)	3,734	(11,883)	(9,121)	2,762
Total Net Capital Income	7,480	6,872	608	6,872	7,333	461
Operating Surplus/(Deficit)	(669)	(5,011)	4,342	(5,011)	(1,788)	3,223
Other Comprehensive income	47,018	-	(47,018)		47,018	47,018
Total Comprehensive Income	46,349	(5,011)	(42,676)	(5,011)	45,230	50,241
Capital Expenditure	22,589	36,521	13,932	36,521	26,446	10,075

This June 2014 finance report is based on the interim financial position as at 15 July 2014. The final financial position for the 2013/14 financial year will be audited in August 2014, with certification by the Auditor-General to be completed in September 2014.

Operating Summary

Year To Date – Actual vs Adopted Budget

The operating result for the 2013/14 financial year reflects a deficit of \$669,000 against an adopted budget deficit of \$5.0 million. The underlying result, which excludes non-operating items such as capital grants and contributions, shows an operating deficit of \$8.2 million against an adopted budget deficit of \$11.8 million. Other comprehensive income of \$47.0 million has been brought to account following the revaluation of roads, footpaths and bridges.

During 2013/14 a number of new operating grants have been received including funding for the Wellington Coastal Strategy (Stage 4), and funding for the Bairnsdale Aerodrome infrastructure upgrade which was on forwarded to the East Gippsland Shire. Other new funding was also received for flood recovery projects, community facilities upgrades and for the community health and wellbeing officer. This additional funding has been partly offset by a shortfall in the receipt of funding for the Energy Efficient Street Lighting Program due to the delay in the commencement of the project. Additional supplementary rates and valuations (\$350k) were raised during the year. Interest income from investments is higher than expected, due to a higher cash balance and timing of expenditure. As part of the year end process, a natural disaster funding claim for the January 2013 fires and June 2013 flood protection and response will be accrued.

At this stage finalisation of 2013/14 expenditure is not complete but it is anticipated that overall total expenditure will exceed the adopted budget. This is mainly due to increased depreciation (non cash) resulting from the revaluation of roads, footpaths and bridges at 1 July 2013. Other unbudgeted expenditure includes expenditure incurred for the January 2013 fires and June 2013 flood response and recovery, Council managed caravan parks and other expenditure associated with new funding received for 2013/14 or for projects carried forward from 2012/13.

The main areas of under expenditure include the Wellington Coastal Strategy voluntary assistance program where the take up of claims was lower than expected with the majority of remaining funding to be carried forward and expended in 2014/15. The commencement of the Longford Landfill Rehabilitation works and Energy Efficient Street Lighting Program has been delayed, with the budget for these projects to be carried forward to 2014/15. Discontinuance of some vacant positions and staff vacancies have resulted in salary savings, some of which is offset by increased agency and contract staff.

Capital Summary

Of the 105 projects included in the 2013/14 adopted budget, 60% are complete, 14% have commenced and are progressing well and 2% are under contract and expected to be completed in August/September 2014. Multi-year projects represent 10% of the budget and relate to the Yarram District Hub works, Sale Livestock Exchange upgrade, Yarram Recreation Reserve clubrooms refurbishment and Desailly Street Corporate Headquarters. The majority of the projects in the preplanning stage (10%) are in the design or consultation phase and will be completed in the 2014/15 financial year. The remaining 4% represent the Timber Roads project that was cancelled due to lack of funding.

During the year the adopted budget was amended to take account of known impacts resulting from projects carried forward from the previous year and new or unsuccessful funding applications, reflected in the 2013/14 forecast.

As at the end of June 2014, \$22.59 million was spent of the \$26.45 million forecast capital expenditure, representing 85% of the entire forecast capital works program.

Of the strategic projects, the Yarram Recreation Reserve Clubrooms project was tendered in May 2014 with works expected to commence in September 2014. The Princes Highway and Cobains Road Intersection Upgrade Project has been delayed due to the finalisation of the North Sale Infrastructure Development Agreement. The works at the Yarram District Hub are progressing as per schedule and are expected to be completed in 2014/15. The Sale- Streetscape Improvements - Infrastructure Renewal works programmed for 2013/14 are complete awaiting invoices.

The detailed layout and designs for Council's Desailly Street Corporate Headquarters are complete with works commencing in June 2014. Information and Communication Technology (ICT) elements of this project have commenced and orders have been placed for key server equipment, desking and end user devices. Concept designs for the Port of Sale Cultural Hub are complete and the detailed design was tendered in June 2014.

Cash Position

The closing cash balance at 30 June 2014 is \$36.2 million, compared to the adopted budget of \$16.8 million. The 2013/14 year end cash holdings includes restricted funds of \$14.0 million associated with the 2013/14 operating and capital carry forwards, \$7.1 million to cover provisions and \$5.8 million to cash back reserves.

FINANCIAL OVERVIEW – SUMMARY OF FINANCIAL PERFORMANCE

1 Rates

YTD Actual vs. Budget – Above Budget \$350,000

Additional rates have been raised due to the finalisation of supplementary valuations after the budget calculations were completed.

2 Grants – Operating

YTD Actual vs. Budget – Above Budget \$1,170,000

Council has received a number of new grants during the year that were not included in the adopted budget. These include \$500,000 for the Wellington Coastal Strategy (stage 4) which will be carried forward and expended in 2014/15 financial year; \$390,000 for the Bairnsdale Aerodrome infrastructure upgrade which was on forwarded to the East Gippsland Shire Council and \$90,000 for flood recovery projects. Funding for Gippsland Rail Trail and Economic Development projects originally expected in 2012/13 was received in 2013/14 upon completion of the projects. This additional funding was partly offset by a shortfall of \$206,000 in the receipt of funding for the Energy Efficient Street Lighting Program due to delays in the commencement of this project. This shortfall will be received in 2014/15. As part of the year end process, a natural disaster funding claim for January 2013 fires and June 2013 flood protection and response will be accrued.

3 Contributions - Operating

YTD Actual vs. Budget – Above Budget \$36,000

Various additional contributions have been received during the year towards community facilities upgrades, the community health and wellbeing officer position, the transport study project and public open space contributions. These additional contributions are partially offset by a delay in a contribution for an economic development (Agriculture Industry Transformation) project which is now expected to be received in 2014/15.

4 User Charges & Fines

YTD Actual vs. Budget – Above Budget \$155,000

Lease income generated from Council owned properties was higher than anticipated during the year, due to renegotiation of some leases and higher than expected business turnover where rentals are based on turnover. Council is now managing two caravan parks, with unbudgeted income received to date to be partly offset by associated operating costs. Fines for fire infringement income will not achieve budget. The waste management income for June 2014 is still to be raised and is expected to be slightly below budget.

5 Interest on Short Term Deposits

YTD Actual vs. Budget – Above Budget \$89,000

Income from investments is higher than predicted due to the higher cash balances at the beginning of the year, and the timing of expenditure and receipts during the year.

6 Other Revenue

YTD Actual vs. Budget – Above Budget \$364,000

Interest on rates and charges has exceeded the budget by \$131,000 due to the impact of higher than expected outstanding rate payments. Insurance recovery claims of \$115,000 have also been received during the year, along with additional donations towards the purchase of artworks.

7 Employee Benefits

YTD Actual vs. Budget - Below Budget \$1,023,000

There have been salary related savings throughout the organisation partly due to the discontinuance of some vacant positions resulting from an operational efficiency review completed in 2013/14. Other salary savings due to staff vacancies have been partly offset by additional agency and contractor staff costs. Some 2013/14 corporate training has been postponed resulting in a saving of nearly \$80,000. The final employee costs for the year are dependent on the finalisation of employee entitlement provisions.

8 Contractors, Materials and Services

YTD Actual vs. Budget - Below Budget \$2,899,000

The Wellington Coastal Strategy voluntary assistance program is continuing to progress but in 2013/14 there was a slower take up than expected resulting in \$2.0 million being carried forward to be expended in 2014/15. There are also a number of other 2013/14 projects including the Energy Efficient Street Lighting Program, Agri Industry Transformation project and the Longford Landfill Rehabilitation works that have been delayed with the majority of these budgets to be carried forward to 2014/15. The lower than expected expenditure on the above projects has been partially offset by unbudgeted 2013/14 expenditure on natural disasters (January 2013 fires and June 2013 flood) and increased expenditure associated with newly Council managed caravan parks, and which are both partly offset by income. There are a number of major June 2014 invoices for waste management contractors, EPA landfill levy, property valuations and utility bills yet to be processed.

9 Depreciation

YTD Actual vs. Budget – Above Budget \$2,378,000

The actual depreciation is an estimate, which will be finalised once asset capitalisations are completed as part of the year end process. The overall 2013/14 depreciation has increased as a result of the roads, footpaths and bridges revaluation completed at 1 July 2014.

10 Other Expenses

YTD Actual vs. Budget – Above Budget \$217,000

This relates to a one off payment of \$200,000 in relation to an operational contract and costs associated with assets written off.

11 Grants – Capital

YTD Actual vs. Budget – Above Budget \$318,000

Funding allocation for the 2014/15 Country Roads and Bridges initiative (\$1.0 million) was invoiced earlier than expected. Funding for the Port of Sale Cultural Hub (\$750k) was also not expected until 2015/16. Natural Disaster Financial Assistance funding will be accrued for Downing's Bridge (\$300k) and Yarram Morwell Road (\$185k). This additional income has been partly offset by budgeted grant funding for the Princes Highway/Cobains Road Intersection upgrade (\$500k), Yarram – Streetscapes improvements (\$200k) and the balance of the Yarram Recreation Reserve Clubrooms refurbishment grant (\$390k) not being received until 2014/15 due to delays in commencement of these projects. Council has also been unsuccessful in its grant application for the Timber Impacted Roads projects and Thomson River Caravan Park works.

12 Contributions - Capital

YTD Actual vs. Budget – Below Budget \$594,000

Significant developer contribution towards the Princes Hwy - Cobains Rd Intersection upgrade has been deferred to 2014/15 upon commencement of works. Invoices for a contribution towards the Heyfield Gordon Street Recreation Reserve Clubrooms Redevelopment (\$50k), along with an additional contribution of \$17k for the Stephenson's Park Power Supply Upgrade were raised in 2013/14; these contributions were originally planned to be received in 2014/15.

13 Contributions - Capital (Non Cash)

YTD Actual vs. Budget – Above Budget \$550,000

Unbudgeted (non cash) contributions associated with the completion of subdivisions within the Shire has been recognised. Land in the 90 Mile beach and some artworks have also been recognised as gifted assets. .

14 Net Gain (Loss) on Disposal of Assets

YTD Actual vs. Budget – Above Budget \$88,000

Accounting adjustments for assets sold during June 2014 are still to be finalised. The delay in the changeover of some major plant to 2014/15 will also impact on the final net gain on disposal of assets.

15 Asset Revaluation Increment

YTD Actual vs. Budget – Above Budget \$47,018,000

The revaluation of the major asset class of roads and footpaths, along with bridges as at 1 July 2013 has resulted in a net increase of these assets of over \$47.0 million. A revaluation of land was also completed at 30 June 2014 resulting in an increase of these assets by approximately \$6.0 million, with the accounting entries to be completed as part of the year end process.

Note: Reference numbers above refer to the Income Statement

INCOME STATEMENT

As at 30 June 2014 (figures taken as at 15 July 2014)

	Note	YEAR TO DATE 2013-14				FULL YEAR 2013-14		
		Actual \$'000's	Adopted Budget \$'000's	Variance \$'000's	Achieved %	Adopted Budget \$'000's	Forecast \$'000's	Variance \$'000's
Income								
Rates	1	46,958	46,608	350	101%	46,608	46,956	348
Grants - Operating	2	9,148	7,978	1,170	115%	7,978	9,740	1,762
Contributions - Operating	3	211	175	36	121%	175	204	29
User Charges & Fines	4	6,571	6,416	155	102%	6,416	6,680	264
Interest	5	1,189	1,100	89	108%	1,100	1,200	100
Other Revenue	6	608	244	364	249%	244	580	336
Total Income		64,685	62,521	2,164	103%	62,521	65,360	2,839
Expenditure								
Employee Benefits	7	21,825	22,848	1,023	96%	22,848	22,068	(780)
Contractors, Materials and Services	8	27,467	30,366	2,899	90%	30,366	28,996	(1,370)
Bad and Doubtful Debts		7	113	106	6%	113	300	187
Depreciation and Amortisation	9	22,619	20,241	(2,378)	112%	20,241	22,400	2,159
Finance Cost		716	836	120	86%	836	717	(119)
Other Expenses	10	200	-	(200)	100%	-	-	-
Total Expenses		72,834	74,404	1,570	98%	74,404	74,481	77
Underlying Result		(8,149)	(11,883)	3,734	69%	(11,883)	(9,121)	2,762
Grants - Capital	11	6,202	5,884	318	105%	5,884	6,272	388
Contributions - Capital	12	290	884	(594)	33%	884	223	(661)
Contributions - Capital (Non Cash)	13	850	-	850	100%	-	777	777
Net gain on disposal of property, infrastructure, plant and equipment	14	192	104	88	185%	104	114	10
Assets written off		(17)	-	(17)	-100%	-	(16)	(16)
Derecognition of Assets		(37)	-	(37)	-100%	-	(37)	(37)
Surplus/(Deficit) for the period		(669)	(5,011)	4,342	13%	(5,011)	(1,788)	3,223
Other Comprehensive Income								
Asset Revaluation Increment	15	47,018	-	(47,018)	100%	-	47,018	47,018
Total comprehensive income for the year		46,349	(5,011)	(42,676)	-925%	(5,011)	45,230	50,241

BALANCE SHEET
As at 30 June 2014 (figures taken as at 15 July 2014)

Actual June 13 (Interim) \$000's		Actual June 14 \$000's	Adopted Budget June 14 \$000's	Forecast June 14 \$000's
<u>Current Assets</u>				
36,397	Cash and Cash Equivalents	36,188	16,824	32,584
6,981	Trade and Other Receivables	6,729	3,303	6,978
256	Prepayments	216	292	292
43,634	Total Current Assets	43,133	20,419	39,854
<u>Non Current Assets</u>				
799	Trade and Other Receivables	1,067	1,457	1,051
677,944	Property, Infrastructure, Plant & Equipment	854,966	696,089	858,482
407	Intangible Assets	367	652	485
679,150	Total Non Current Assets	856,400	698,198	860,018
722,784	Total Assets	899,533	718,617	899,872
<u>Current Liabilities</u>				
8,088	Trade and Other Payables	2,864	5,335	5,122
2,884	Interest Bearing Borrowings	2,898	3,290	2,898
4,897	Employee Benefits	5,312	4,294	4,786
780	Trust Deposits	745	250	600
-	Provisions	540	-	540
16,649	Total Current Liabilities	12,359	13,169	13,946
<u>Non Current Liabilities</u>				
6,905	Interest Bearing Borrowings	13,076	13,915	13,077
326	Employee Benefits	302	273	411
1,423	Provisions	1,473	1,423	1,473
8,654	Total Non Current Liabilities	14,851	15,611	14,961
25,303	Total Liabilities	27,210	28,780	28,907
697,481	Net Assets	872,323	689,837	870,965
<u>Represented by Ratepayer Equity</u>				
268,865	Accumulated Surplus	270,718	263,892	268,402
421,582	Reserves	595,841	422,229	595,903
7,034	Other Reserves	5,764	3,716	6,660
697,481	Total Equity	872,323	689,837	870,965

STATEMENT OF CASH FLOWS

For The Period Ending 30 June 2014 (figures taken as at 15 July 2014)

Actual June 13 (Interim) \$000's		Actual June 14 \$000's	Adopted Budget June 14 \$000's	Forecast June 14 \$000's
INFLOWS/ (OUTFLOWS)		INFLOWS/ (OUTFLOWS)	INFLOWS/ (OUTFLOWS)	INFLOWS/ (OUTFLOWS)
CASH FLOWS FROM OPERATING ACTIVITIES				
<i>Receipts</i>				
43,411	Rates	46,319	46,426	46,610
25,788	Grants	17,055	14,000	17,273
714	Contributions	611	1,311	686
6,293	User Charges and Fines	7,037	6,315	6,702
1,340	Interest on Short Term Deposits	1,189	1,100	1,200
220	Other Revenue	608	102	580
77,766		72,819	69,254	73,051
<i>Payments</i>				
(20,822)	Payment to Employees	(26,465)	(27,455)	(27,064)
(28,602)	Payment to Suppliers	(30,113)	(30,197)	(29,663)
(121)	Other Payments	(318)	-	(200)
(49,545)		(56,896)	(57,652)	(56,927)
28,221	Net Cash Inflow(outflow) from Operating Activities	15,923	11,602	16,124
CASH FLOWS FROM INVESTING ACTIVITIES				
<i>PAYMENTS FOR:</i>				
(18,073)	Property, Infrastructure, Plant & Equipment	(22,411)	(36,229)	(26,192)
(274)	Intangibles	(178)	(292)	(255)
<i>PROCEEDS FROM:</i>				
886	Property, Infrastructure, Plant & Equipment	988	969	1,043
(17,461)	Net Cash Inflow(outflow) from Investing Activities	(21,601)	(35,552)	(25,404)
CASH FLOWS FROM FINANCING ACTIVITIES				
(742)	Finance Costs	(716)	(836)	(717)
-	Proceeds from Borrowings	9,000	10,300	9,000
(1,763)	Repayments of Interest Bearing Borrowings	(2,815)	(2,884)	(2,815)
(2,505)	Net Cash Inflow(outflow) from Financing Activities	5,469	6,580	5,468
8,255	Net Increase/(Decrease) in Cash and Cash Equivalents	(209)	(17,370)	(3,812)
28,142	Cash and Cash Equivalents at the beginning of the Financial Year	36,397	34,194	36,396
36,397	CASH AT END OF PERIOD	36,188	16,824	32,584

STATEMENT OF CAPITAL WORKS

As At 30 June 2014 (figures taken as at 15 July 2014)

	YEAR TO DATE 2013-14				FULL YEAR 2013-14		
	Actual	Adopted Budget	Variance	Achieved	Adopted Budget	Forecast	Variance
Infrastructure	8,654	13,725	5,071	63%	13,725	10,151	3,574
Parks & Environmental Services	1,690	2,928	1,238	58%	2,928	2,035	893
Land & Buildings	9,479	16,092	6,613	59%	16,092	11,058	5,034
Plant, Furniture & Equipment	2,766	3,776	1,010	73%	3,776	3,202	574
Total Capital Works	22,589	36,521	13,932	62%	36,521	26,446	10,075

ITEM C2.3**ASSEMBLY OF COUNCILLORS**

DIVISION:

GOVERNANCE

ACTION OFFICER:

GENERAL MANAGER GOVERNANCE

DATE:

5 AUGUST 2014

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

OBJECTIVE

To report on all assemblies of Councillors records received during the period 17 June 2014 to 15 July 2014.

BACKGROUND

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

Below is a summary of all assembly of Councillors records received during the period 17 June 2014 to 15 July 2014.

Assembly of Councillors summary of reports received between 17 June 2014 to 15 July 2014		
Date	Matters considered	Councillors and officers in attendance
17 June 2014	1. Place Names Committee	Councillors McCubbin, McIvor, Davine Dean Morahan, Manager Assets & Projects James Blythe, GIS Officer Sandra Rech, Coordinator Asset Management
15 July 2014	1. Built Environment Strategic Group Meeting	John Tatterson, Manager Built Environment Cheryl Hicks, Coordinator Accounting Services Sharon Houlihan, Manager Healthy Lifestyles Dean Morahan, Manager Assets & Projects Thomas Weatherall, Coordinator Built Environment Planning
15 July 2014	1. Dargo Community Meeting Plans 2. Councillors Diary	Councillors Rossetti, Davine, Cleary, Crossley, Wenger, Hole Liz Collins, General Manager Governance Meg Capurso, Community Planning Officer (Item 1) Sharon Willison, Mayoral & Councillor Support Officer (Items 1 & 2)
15 July 2014	1. Pre Council Meeting Agenda review (11.30am 12 noon) 2. June 2014 Performance	Councillors Rossetti, Davine, Cleary, Crossley, McIvor (not until 4pm), Wenger, McCubbin, Hole Chris Hastie, General Manager Built & Natural

Assembly of Councillors summary of reports received between 17 June 2014 to 15 July 2014		
Date	Matters considered	Councillors and officers in attendance
	Report (1.00pm to 1.25pm) 3. Desailly Street Council Chamber and building signage (1.30pm to 2.25pm) 4. Seaspray Surf Lifesaving Club Building (2.30pm to 3.25pm) 5. Myrtlebank Fulham Road Upgrade (3.25pm to 3.45pm) 6. Median & PR/Wellington Matters review (3.45pm to 4.15pm) 7. Port Albert Lifestyle Allotments (4.25pm to 4.55pm) 8. Local Law No 1 (4.55pm to 5.00pm) 9. Legal update Winnindoo property (5.00pm to 5.15pm)	Environment Liz Collins, General Manager Governance John Websdale, General Manager Development Glenys Butler, General Manager Liveability Vanessa Ebsworth, Manager Organisation Development (Items 1, 3 & 8) John Tatterson, Manager Built Environment (Items 3 & 4) Phil Phillipou, Manager Information Services (Item 3) Denis Murphy, Commercial Property Officer (Item 3) Katy Cummins, Coordinator Media and Public Relations (Items 3 & 6) Sharon Houlihan, Manager Healthy Lifestyles (Item 4) Josh Clydesdale, Manager Land Use Planning (Item 7) Barry Hearsey, Coordinator Strategic Planning (Item 7) Melissa Bastian, Manager Municipal Services (Item 9)

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 received during the period 17 June 2014 to 15 July 2014.

CONFLICT OF INTEREST

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

LEGISLATIVE IMPACT

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

COUNCIL PLAN IMPACT

The Council Plan 2013-17 Theme 2 Organisational states the following strategic objective and related strategy:

Strategic Objective

"An organisation that is responsive, flexible, honest, accountable and consistent."

Strategy 2.3

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

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

PUBLIC QUESTIONS AND COMMENTS FROM THE GALLERY

RECOMMENDATION

That Council note and receive the attached assembly of Councillors records received during the period 17 June 2014 to 15 July 2014.

ASSEMBLY OF COUNCILLORS

1. DATE OF MEETING:

17/6/2014

2. ATTENDEES:

Councillors:

Name	In attendance (tick)		Name	In attendance (tick)	
	Yes	No		Yes	No
Cr McCubbin	√				
Cr McIvor	√				
Cr Davine	√				

Officers In Attendance

Name	In attendance (tick)		Name	In attendance (tick)	
	Yes	No		Yes	No
D Morcom, CEO			G Butler, GML		
L Collins, GMG			J Websdale , GMD		
C Hastie, GMB&NE					

Others in attendance:

Name	Item No.		
Dean Morahan, Manager Assets & Projects	1	Sandra Rech, Coordinator Asset Management	1
James Blythe, GIS Officer			

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

1. Place Names Committee

4. Conflict of Interest disclosures made by Councillors:

Nil

ASSEMBLY OF COUNCILLORS

1. DATE OF MEETING:

15/07/2014

2. ATTENDEES:

Councillors

Name	In attendance (tick)		Name	In attendance (tick)	
	Yes	No		Yes	No
Cr Crossley		√	Cr McCubbin		√
Cr Rossetti		√	Cr McIvor		√
Cr Cleary	√		Cr Wenger		√
Cr Davine		√	Cr Hole		
Cr Duncan		√			

Officers In Attendance

Name	In attendance (tick)		Name	In attendance (tick)	
	Yes	No		Yes	No
D Morcom, CEO		√	G Butler, GML	√	
L Collins, GMG	√		J Websdale, GMD		√
C Hastie, GMB&NE	√				

Others in attendance

Name	Item No.	Name	Item No.
John Tatterson, Manager Built Environment	1	Cheryl Hicks, Coordinator Accounting Services	1
Sharon Houlihan, Manager Healthy Lifestyles	1	Thomas Weatherall, Coordinator Built Environment Planning	1
Dean Morahan, Manager Assets & Projects	1		

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

1. Built Environment Strategic Group Meeting

4. Conflict of Interest disclosures made by Councillors:

Nil

ASSEMBLY OF COUNCILLORS

1. DATE OF MEETING:

15/07/2014

2. ATTENDEES:

Councillors:

Name	In attendance (tick)		Name	In attendance (tick)	
	Yes	No		Yes	No
Cr Crossley	√		Cr McCubbin		√
Cr Rossetti	√		Cr McIvor		√
Cr Cleary	√		Cr Wenger	√	
Cr Davine	√		Cr Hole	√	
Cr Duncan		√			

Officers In Attendance:

Name	In attendance (tick)		Name	In attendance (tick)	
	Yes	No		Yes	No
D Morcom, CEO		√	G Butler, GML		√
L Collins, GMG	√		J Websdale , GMD		√
C Hastie, GMB&NE		√			

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

Name	Item No.	Name	Item No.
Meg Capurso	1		
Sharon Willison	1 & 2		

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

2. Dargo Community Meeting Plans

3. Councillors' Diary meeting

4. Conflict of Interest disclosures made by Councillors:

NIL

ASSEMBLY OF COUNCILLORS

1. DATE OF MEETING:
15/07/2014

2. ATTENDEES:
Councillors

Name	In attendance (tick)		Name	In attendance (tick)	
	Yes	No		Yes	No
Cr Rossetti	✓		Cr McCubbin		✓
Cr Davine	✓		Cr McIvor(Not until 4pm)	✓	
Cr Cleary	✓		Cr Wenger	✓	
Cr Crossley	✓		Cr Hole	✓	
Cr Duncan		✓			

Officers In Attendance

Name	In attendance (tick)		Name	In attendance (tick)	
	Yes	No		Yes	No
D. Morcom CEO		✓	G Butler, GML	✓	✓
L Collins, GMG	✓		J Websdale, GMD	✓	
C Hastie, GMB&NE	✓				

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

Name	Item No.	Name	Item No.
Vanessa Ebsworth, Manager Organisation Development	1&3&8	John Tatterson, Manager Built Environment	3&4
Phill Phillipou, Manager Information Services	3	Denis Murphy, Commercial Property Officer	3
Katy Cummins, Coord Media and PR	3&6	Sharon Houlihan, Manager Healthy Lifestyles	4
Josh Clydesdale, manager Land Use Planning	7	Barry Hearsey, Coord Strategic Planning	7
Melissa Bastian, Manager Municipal Services	9		

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

9. Pre Council Meeting Agenda review (11.30am 12 noon)
10. June 2014 Performance Report (1.00pm to 1.25pm)
11. Desailly Street Council Chamber and building signage (1.30pm to 2.25pm)
12. Seaspray Surf Lifesaving Club Building (2.30pm to 3.25pm)
13. Myrtlebank Fulham Road Upgrade (3.25pm to 3.45pm)
14. Median & PR/Wellington Matters review (3.45pm to 4.15pm)
15. Port Albert Lifestyle Allotments (4.25pm to 4.55pm)
16. Local Law No 1 (4.55pm to 5.00pm)
17. Legal update Winnindoo property (5.00pm to 5.15pm)

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

No Conflicts of Interests were declared.

GENERAL MANAGER DEVELOPMENT

ITEM C3.1**PLANNING DECISIONS**

DIVISION:

DEVELOPMENT

ACTION OFFICER:

MANAGER LAND USE PLANNING

DATE:

5 AUGUST 2014

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

OBJECTIVE

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

BACKGROUND

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

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

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

OPTIONS

Council has the following options:

1. Note this report; or
2. Seek additional information and receive the report at a future Council meeting.

PROPOSAL

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

CONFLICT OF INTEREST

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

COMMUNICATION IMPACT

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

LEGISLATIVE IMPACT

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

COUNCIL POLICY IMPACT

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

COUNCIL PLAN

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

Strategic Objective

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

Strategy 5.2

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

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

PLANNING POLICY IMPACT

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

ENVIRONMENTAL IMPACT

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

PUBLIC QUESTIONS AND COMMENTS FROM THE GALLERY

RECOMMENDATION

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

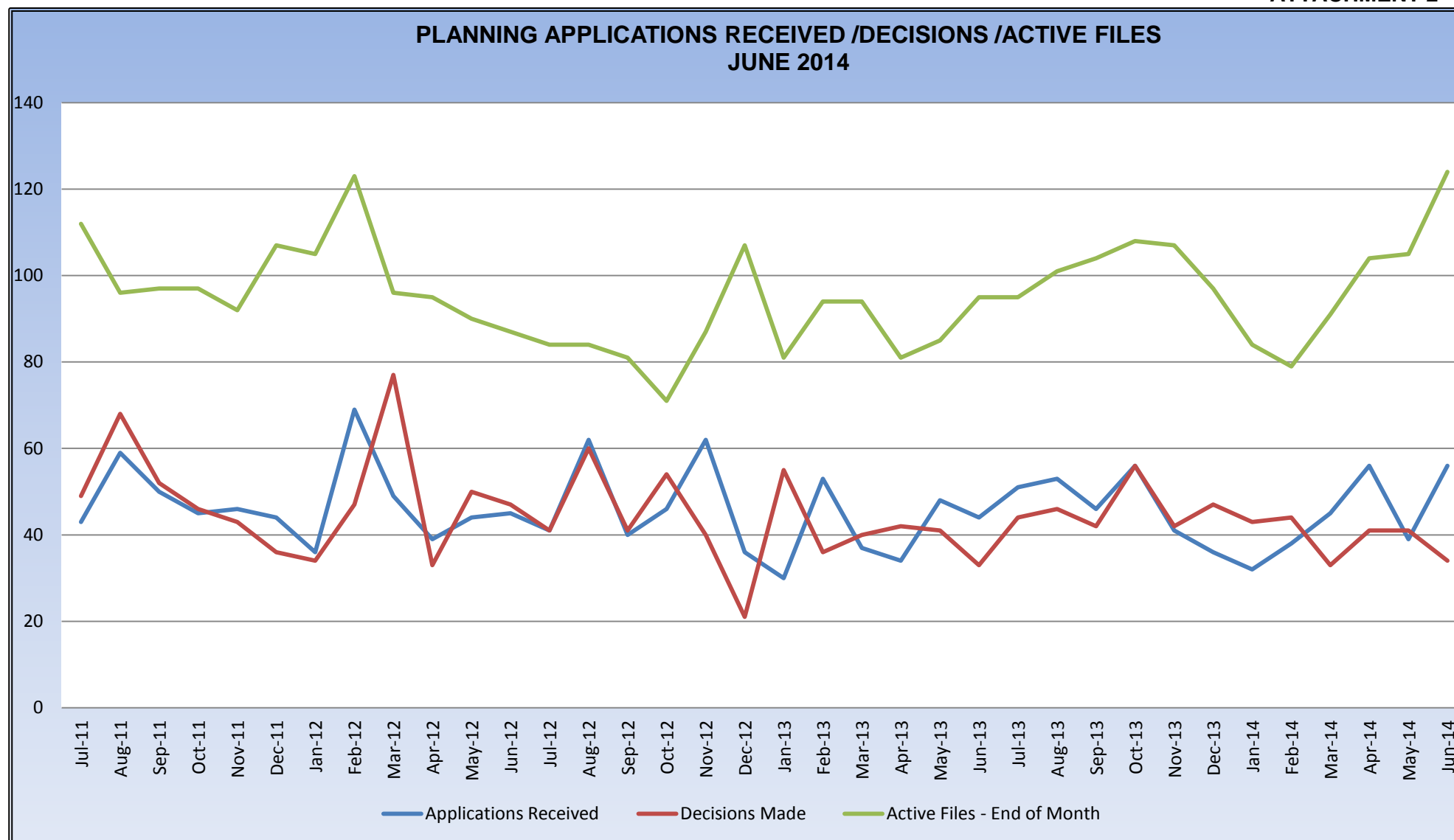
PLANNING APPLICATION DETERMINATIONS
BETWEEN 1/06/2014 AND 30/06/2014

Application No/Year	Date Received	Property Title & Address	Proposal	Status
349-3/2011	13/05/2014	Assessment No. 185017 LOT: 344 PS: 82059 9 MCLACHLAN ST THE HONEYSUCKLES	Amendment to permit for use and development of a dwelling.	Permit Issued by Delegate of Resp/Auth 24/06/2014
383-2/2011	2/06/2014	Assessment No. 28027 LOT: 22 PS: 22176 120 PALMERSTON ST SALE	Amendment to permit for 2 lot R1Z subdivision of the land.	Permit Issued by Delegate of Resp/Auth 12/06/2014
333-2/2012	10/04/2014	Assessment No. 412528 LOT: 2 PS: 646214C 2-4 CHURCH RD YARRAM	Amendment to permit for use/development of respite care units.	Permit Issued by Delegate of Resp/Auth 25/06/2014
156-1/2013	21/05/2013	Assessment No. 286047 LOT: 3 PS: 118797 TURTONS TRK WONYIP	Use and development of a dwelling and shed.	Withdrawn 30/06/2014
186-2/2013	13/05/2014	Assessment No. 218792 LOT: 82I PS: 52648 200 SHORELINE DVE GOLDEN BEACH	Amendment to permit for alterations to an existing dwelling.	Permit Issued by Delegate of Resp/Auth 2/06/2014
282-2/2013	5/06/2014	Assessment No. 233940 LOT: 24I PS: 50201 88 LAKE ST LOCH SPORT	Amendment to permit for a dwelling and shed.	Permit Issued by Delegate of Resp/Auth 11/06/2014
326-1/2013	20/09/2013	Assessment No. 264952 LOT: 1 PS: 628378W R/523 BULGA PARK RD MACKS CREEK	Use and development of a dwelling.	Permit Issued by Delegate of Resp/Auth 4/06/2014
359-1/2013	11/10/2013	Assessment No. 319954 LOT: 1 TP: 233804U 1 MARY ST HEYFIELD	R1Z subdivision of the land into 4 lots.	Permit Issued by Delegate of Resp/Auth 16/06/2014
411-1/2013	20/11/2013	Assessment No. 78204 PC: 169680 20 THOMSON ST STRATFORD	R1Z subdivision of the land into 2 lots.	Permit Issued by Delegate of Resp/Auth 4/06/2014
428-2/2013	11/06/2014	Assessment No. 365080 LOT: 1 PS: 206885X R/57 SANDY CREEK RD MAFFRA	Amendment to permit for removal of native vegetation.	Permit Issued by Delegate of Resp/Auth 13/06/2014
440-2/2013	4/06/2014	Assessment No. 372540 BEN RENDELL DVE WOODSIDE BEACH	Amendment to permit for buildings and works.	Permit Issued by Delegate of Resp/Auth 6/06/2014

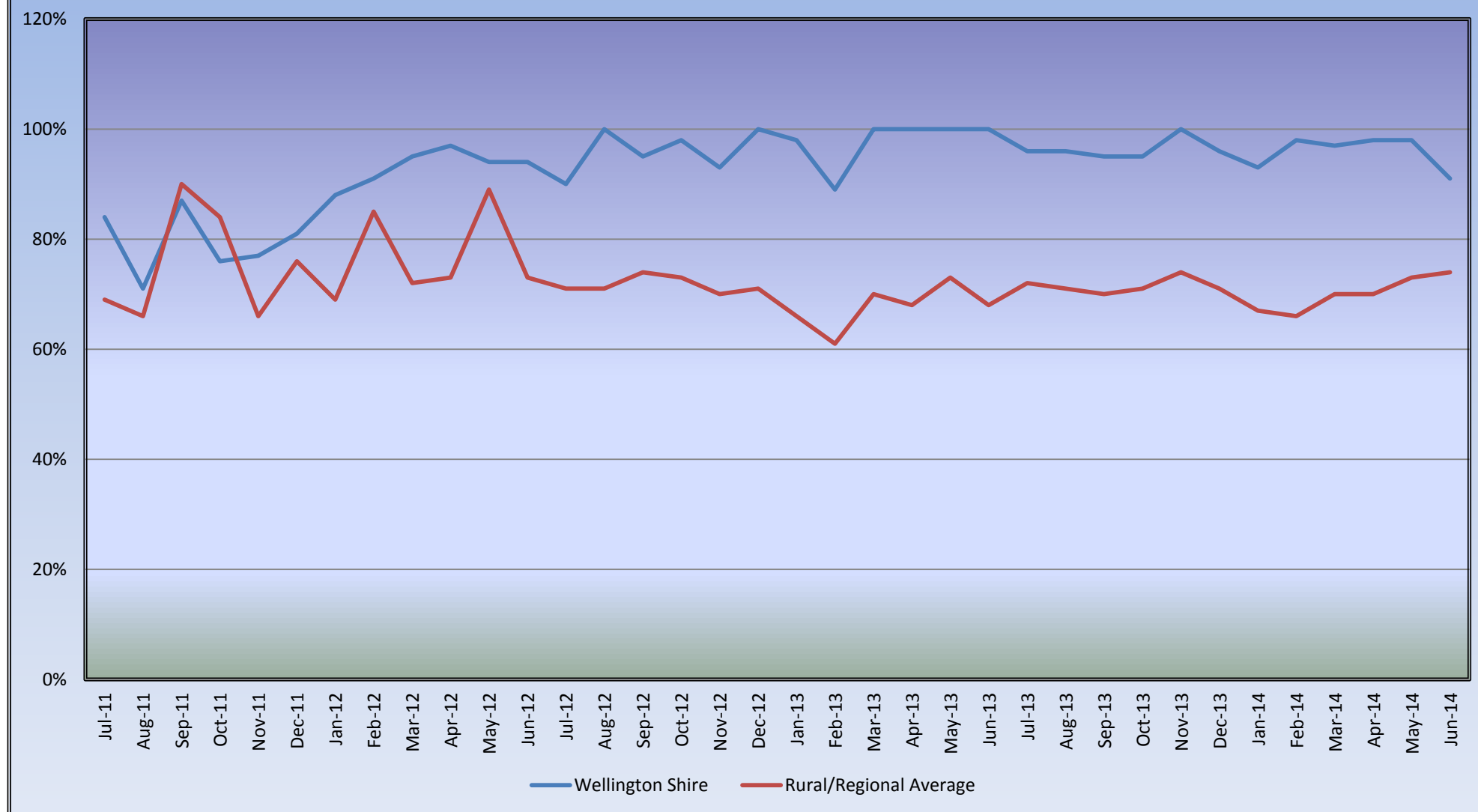
Application No/Year	Date Received	Property Title & Address	Proposal	Status
54-2/2014	23/05/2014	Assessment No. 230052 PC: 373287G 34-36 FISHER PDE LOCH SPORT	Amendment to permit for construction of a shed.	Permit Issued by Delegate of Resp/Auth 19/06/2014
57-1/2014	27/02/2014	Assessment No. 284851 LOT: 3 PS: 603015B TI TREE RD ALBERTON	Use of the land for a dwelling.	Permit Issued by Delegate of Resp/Auth 16/06/2014
58-1/2014	27/02/2014	Assessment No. 284851 LOT: 2 PS: 603015B TI TREE RD ALBERTON	Use of the land for a dwelling.	Permit Issued by Delegate of Resp/Auth 16/06/2014
67-2/2014	11/06/2014	Assessment No. 105007 LOT: 1 PS: 540014B R/4176 PRINCES HWY FULHAM	Amendment to permit for construction of a machinery shed.	Permit Issued by Delegate of Resp/Auth 25/06/2014
86-1/2014	20/03/2014	Assessment No. 358192 CA: 39E R/209 BUNDALAGUAH MAFFRA	FZ subdivision of the land into 2 lots (house excision).	Permit Issued by Delegate of Resp/Auth 12/06/2014
87-1/2014	24/03/2014	Assessment No. 207498 LOT: 2 PS: 431139N R/5565 SOUTH STRADBROKE	FZ subdivision of the land into 2 lots.	Permit Issued by Delegate of Resp/Auth 3/06/2014
96-1/2014	28/03/2014	Assessment No. 228130 LOT: 2 PS: 64174 2 CLARKE ST LOCH SPORT	Buildings/works associated with extension to dwelling.	Permit Issued by Delegate of Resp/Auth 23/06/2014
102-1/2014	2/04/2014	Assessment No. 240812 LOT: 167 PS: 44537 11 SANCTUARY RD LOCH SPORT	Buildings/works associated with construction of carport and verandah.	Permit Issued by Delegate of Resp/Auth 25/06/2014
103-1/2014	2/04/2014	Assessment No. 259390 PC: 363659B 126-128 THE BOULEVARD PARADISE BEACH	Use and development of a dwelling and removal of native vegetation.	NOD issued by Delegate of Respon/Auth 26/06/2014
116-2/2014	6/06/2014	Assessment No. 215038 PC: 370632H 3-5 BLUE WATER AVE GOLDEN BEACH	Amendment to Permit - Construction of a shed.	Permit Issued by Delegate of Resp/Auth 6/06/2014
118-1/2014	14/04/2014	Assessment No. 224873 LOT: 107 PS: 44537 35 CALDWELL ST LOCH SPORT	Buildings/works associated with construction of a carport/shade sail.	Permit Issued by Delegate of Resp/Auth 26/06/2014
119-1/2014	14/04/2014	Assessment No. 203554 LOT: 2 PS: 319191 R/103A MERRICKS RD LONGFORD	FZ subdivision of the land into 2 lots (house excision).	Permit Issued by Delegate of Resp/Auth 23/06/2014

Application No/Year	Date Received	Property Title & Address	Proposal	Status
120-1/2014	15/04/2014	Assessment No. 344663 PCA: 21 SEC: 6 WOOLSHED LANE BOISDALE	FZ subdivision of the land into 2 lots.	Permit Issued by Delegate of Resp/Auth 17/06/2014
121-1/2014	15/04/2014	Assessment No. 293449 LOT: 28 PS: 12453 I EVELYN ST YARRAM	R1Z subdivision of the land into 2 lots.	Permit Issued by Delegate of Resp/Auth 25/06/2014
126-1/2014	17/04/2014	Assessment No. 224683 LOT: 1407 PS: 58872 41 BREAM RD LOCH SPORT	Development of the land for a dwelling & garage with a reduced setback	Permit Issued by Delegate of Resp/Auth 12/06/2014
145-1/2014	30/04/2014	Assessment No. 230904 LOT: 2558 PS: 70942 14 GOODLETT AVE LOCH SPORT	Buildings and works associated with construction of a retaining wall.	Permit Issued by Delegate of Resp/Auth 26/06/2014
147-1/2014	1/05/2014	Assessment No. 111567 CA: 51D R/745 LOWER GLENGARRY	Buildings and works associated with construction of a machinery shed.	Permit Issued by Delegate of Resp/Auth 3/06/2014
159-1/2014	14/05/2014	Assessment No. 98079 LOT: 1 PS: 339654 R/847 STOCKDALE RD STOCKDALE	FZ subdivision of the land into 2 lots.	Permit Issued by Delegate of Resp/Auth 13/06/2014
166-1/2014	26/05/2014	Assessment No. 268896 CA: 100C R/190 JACK RIVER JACK RIVER	Buildings and works associated with construction of three sheds.	Permit Issued by Delegate of Resp/Auth 26/06/2014
168-1/2014	26/05/2014	Assessment No. 5371 LOT: 27 PS: 2884 1 GLASS ST SALE	R1Z subdivision of the land after development into 3 lots.	Permit Issued by Delegate of Resp/Auth 20/06/2014
172-1/2014	30/05/2014	Assessment No. 45617 LOT: 2 PS: 37226 8-10 PEARSON ST SALE	Removal of existing fence and replacement of same.	Permit Issued by Delegate of Resp/Auth 16/06/2014
173-1/2014	30/05/2014	Assessment No. 16824 LOT: 3 PS: 626549G 298 YORK ST SALE	Change of use to a restaurant and liquor licence.	Permit Issued by Delegate of Resp/Auth 12/06/2014

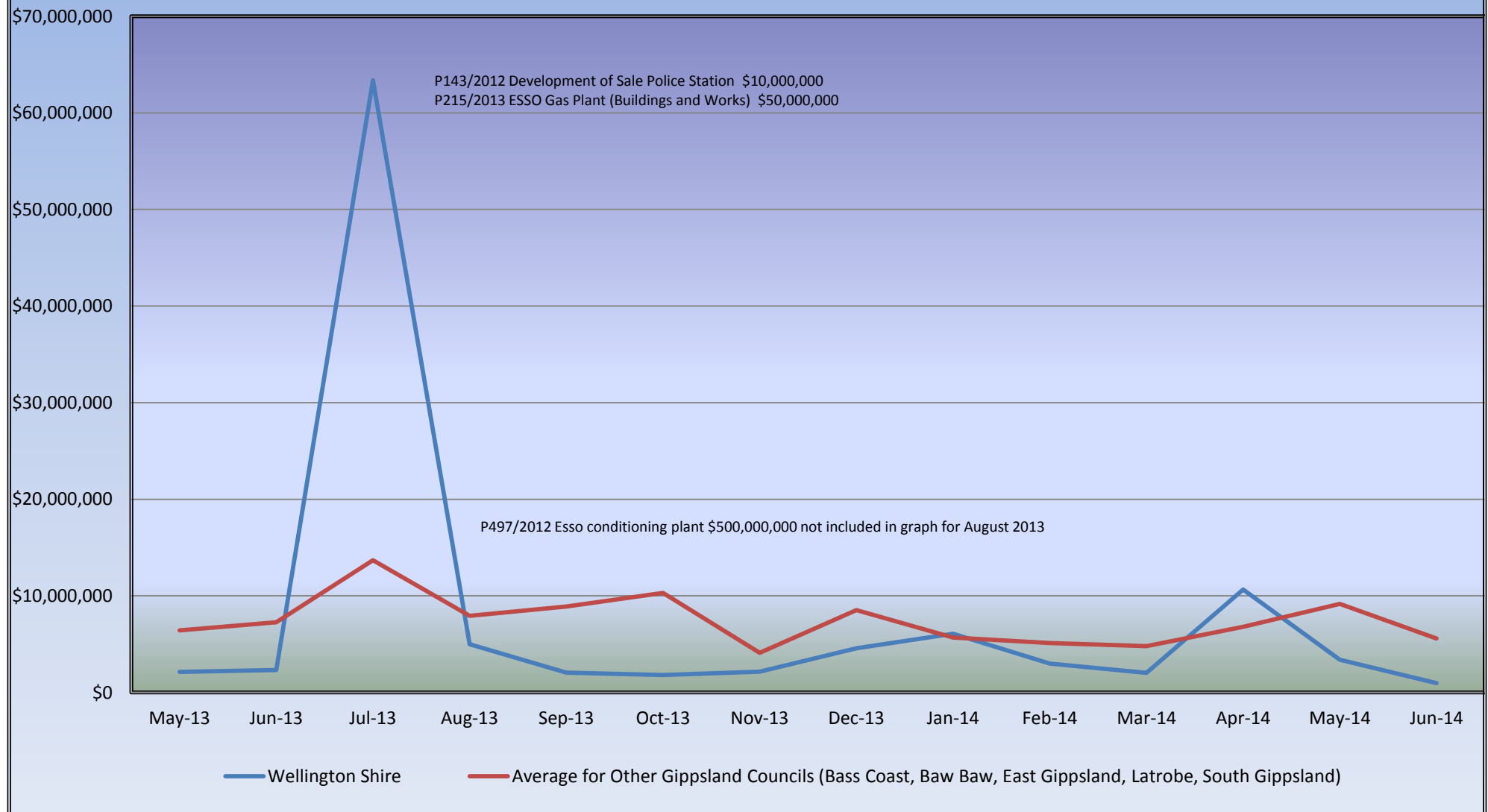
Total No of Decisions Made: 33



DECISIONS ISSUED WITHIN 60 DAYS **JUNE 2014**



ESTIMATED VALUE OF WORKS MAY 2013 - JUNE 2014





C4 - REPORT

GENERAL MANAGER BUILT & NATURAL ENVIRONMENT

ITEM C4.1**PLACE NAMES COMMITTEE MINUTES**

DIVISION: BUILT AND NATURAL ENVIRONMENT

ACTION OFFICER: MANAGER ASSETS & PROJECTS

DATE: 5 AUGUST 2014

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

OBJECTIVE

The purpose of this report is for Council to receive the minutes and consider the recommendations from the Place Names Committee meeting held on 17 June 2014.

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 the recommendations; or
2. Seek further information and consider at a future meeting.

PROPOSAL

1. Council receive and note the minutes of the Place Names Committee meeting held on 17 June 2014; and
2. Arising from the Place Names Committee meeting held on 17 June 2014, adopt the following recommendations:

a) *A Request received to name three more waterfalls in Wellington Shire.*

An additional request was received to name three waterfalls in Wellington Shire in addition to the current request to name eight waterfalls in the south of the shire.

Committee Recommendation

That:

Albert River Falls – on the Albert River;

Bruthen Creek Falls – on the Bruthen Creek;

Chilver Falls – on an unnamed tributary of Merriman Creek;

Diannes Falls – on Jack River;

Le Grand Falls – on Bruthen Creek;

Thomas Falls – on an unnamed tributary of Jack River;

Love Falls – upstream waterfall on Wards Creek;

Nicholls Falls – downstream waterfall on Wards Creek;

Lummican Falls – in Lummican Gully off the Moroka River;

Moroka River Falls – on the Moroka River;

Moroka Gorge Falls – on the Moroka River;

Advise the Gunaikurnai Land and Waters Aboriginal Corporation of the proposed names.

b) Yarram Library at the Yarram Community Centre.

The Yarram Library is being relocated within the Yarram Community Centre development currently underway in Yarram. The library is currently named after Charles McCallum who worked as a wood cutter in the Tarra Valley and enlisted in the 2/14 Australian Infantry Battalion and was killed in action on 8 September 1942.

Committee Recommendation

That the Place Names Committee endorse the previous Council Resolution and continue to name the library at Yarram the Charles McCallum Library.

c) A request has been from a developer to name two roads within a proposed subdivision in Stratford.

Following discussions with the Stratford RSL, the developer has nominated two names with an ANZAC link for the roads within the subdivision.

Committee Recommendation

That the Place Names Committee acknowledge the ANZAC link with the proposed names for the subdivision proposed for Lots C & D on PS605819W and endorse the following names:

Kennelly Crescent; and

Peters Drive.

CONFLICT OF INTEREST

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

COMMUNICATION IMPACT

The decisions made by Council will be communicated to the affected stakeholders following the resolution of these issues by Council.

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*.

COUNCIL PLAN IMPACT

The Council Plan 2013-2017 Theme 1 Leadership and Engagement states the following strategic objective and related strategy:

Strategic Objective

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

Strategy 1.1

"Ensure sound processes are in place to facilitate input into Council deliberation and decision making."

COMMUNITY IMPACT

It is anticipated that there will be a positive community impact following the adoption of the Place Names Committee recommendations.

PUBLIC QUESTIONS AND COMMENTS FROM THE GALLERY

RECOMMENDATION

That:

- 1. Council receive and note the minutes of the Place Names Committee meeting held on 17 June 2014; and***
- 2. Arising from the Place Names Committee meeting held on 17 June 2014, Council adopt the following recommendations:***

a) The following waterfall names be advertised in the Yarram area and if no negative responses are received within 28 days of the advertised date then proceed to register these waterfall names:

Albert River Falls – on the Albert River;

Bruthen Creek Falls – on the Bruthen Creek;

Chilver Falls – on an unnamed tributary of Merriman Creek;

Diannes Falls – on Jack River;

Le Grand Falls – on Bruthen Creek;

Thomas Falls – on an unnamed tributary of Jack River;

Love Falls – upstream waterfall on Wards Creek;

Nicholls Falls – downstream waterfall on Wards Creek;

Lummican Falls – in Lummican Gully off the Moroka River;

Moroka River Falls – on the Moroka River;

Moroka Gorge Falls – on the Moroka River;

Advise the Gunaikurnai Land and Waters Aboriginal Corporation of the proposed names.

b) That Council endorse the previous resolution and continue to name the library at Yarram the Charles McCallum Library.

c) That Council acknowledge the ANZAC link with the proposed names for the subdivision proposed for Lots C & D on PS605819W and endorse the following names:

- **Kennelly Crescent;**
- **Peters Drive.**

d) That Council endorse the meeting room names for the new council offices in Desailly Street, Sale:

ATTACHMENT ONE



PLACE NAMES COMMITTEE (PNC) MEETING 17 JUNE 2014 AT 10:00AM, DENISON ROOM MINUTES

PRESENT:

Councillor Emilie Davine
Councillor Darren McCubbin
Councillor Patrick McIvor
Dean Morahan (Manager Assets & Projects)
Sandra Rech (Coordinator Asset Management)
James Blythe (GIS Officer)

MEETING OPENING

Meeting opened at 10:00am.

APOLOGIES

Nil

CONFLICT OF INTEREST

Nil

1. CONFIRMATION OF MINUTES FROM PREVIOUS MEETING

It was moved:

Councillor McCubbin/Davine

**That the minutes of the previous Place Names Committee meeting held on
27 February 2014 be accepted.**

Carried

2. CURRENT ISSUES

2.1 Submission to name waterfall

There has been a submission to name a waterfall on the East Branch of the Albert River;
Nicholls Falls.

At the 7 March 2013 Place Names Committee Meeting, it was moved:

Councillor McIvor/Councillor McCubbin

That:

- the unnamed waterfall on the east branch of the Albert River be named 'Nicholls Falls';
- the proponent be contacted in writing advising them of the outcome.

An application to name this waterfall was lodged and VicNames required further consultation.

At the 23 May 2013 Place Names Committee Meeting, it was moved:

Councillor Davine/Councillor McCubbin

That:

- That advertising be carried out in accordance with the recommendation of VicNames.

Following advertising, one response has been received (see attached) recommending that these falls be named after the Love family. The respondent has also suggested a name for this branch of the Albert River as well as other unnamed waterfalls in the area.

At the 22 August 2013 Place Names Committee Meeting, it was moved:

Councillor McCubbin/Councillor Davine

That:

- That the first (upstream) waterfall be named Loves Falls, named after the Love family who moved to this area in 1936; and
- That the second (downstream) waterfall be named Nicholls Falls after Tom and Ena Nicholls who farmed land adjacent to the falls in the 1930s; and
- That these names are advertised locally and if no negative responses are received within 28 days of the advertised date then proceed to register these names with the Registrar of Geographic Names.

At the Ordinary Meeting of Council on 1 October 2013, Council did not resolve to take any action on this item.

At the 28 November 2013 Place Names Committee Meeting, it was moved:

Councillor McCubbin/Councillor Davine

That:

- A letter be sent to Gunaikurnai Land and Waters Aboriginal Corporation seeking input into a name for the waterfalls on the East Branch of the Albert River and any other names that they would like to nominate for the Wellington Shire Council Approved Road Names Register.

A letter was subsequently sent to the Gunaikurnai Land and Waters Aboriginal Corporation and a reply has not been received.

At the 27 February 2014 Place Names Committee meeting it was moved:

Councillor Davine/Councillor McCubbin

That:

- A further letter be sent to the Gunaikurnai Land and Waters Aboriginal Corporation seeking input into the naming of these two waterfalls; and
- If a response is not received within 30 days from the Gunaikurnai Land and Waters Aboriginal Corporation, then advertise in the local area the intention to name the upstream waterfall Loves Falls and the downstream waterfall Nicholls Falls; and
- If there are no negative submissions following the advertising of the waterfall names then seek to register the names with the Registrar of Geographic Names.

A letter was subsequently sent to the Gunaikurnai Land and Waters Aboriginal Corporation and a reply has not been received. An advertisement has been prepared for the local area, advising of the proposed names for the two waterfalls prior to seeking registration with the Office of Geographic Names.

It was moved:

Councillor Davine/McIvor

That this item be further considered with Items 2.2 and 3.1.

Carried

2.2 Submission to name six waterfalls in the Yarram area

A request was received to name six waterfalls in the Yarram area and at the 27 February 2014 meeting it was moved:

Councillor McCubbin/Councillor Davine

That:

- A letter be sent to the Gunaikurnai Land and Waters Aboriginal Corporation advising of the request to name six waterfalls and seeking their input; and
- If a response is not received within 30 days from the Gunaikurnai Land and Waters Aboriginal Corporation, then advertise in the local area the intention to name the six waterfalls:
 - Albert River Falls – on the Albert River; and
 - Bruthen Creek Falls – on the Bruthen Creek; and
 - Chilver Falls – on an unnamed tributary of Merriman Creek; and
 - Diannes Falls – on Jack River; and
 - Le Grand Falls – on Bruthen Creek; and
 - Thomas Falls – on an unnamed tributary of Jack River; and
- If there are no negative submissions following the advertising of the waterfall names then seek to register the names with the Registrar of Geographic Names.

A letter was subsequently sent to the Gunaikurnai Land and Waters Aboriginal Corporation and a reply has not been received. An advertisement has been prepared for the local area, advising of the proposed names for the two waterfalls prior to seeking registration with the Office of Geographic Names.

It was moved:

Councillor Davine/McIvor

That this item be further considered with Items 2.1 and 3.1.

Carried

2.3 Request to name a road for an address off Dawson Street, Seaton

There was a request for an address off Dawson Street, Seaton which is not a council maintained road. There is a Dawson Lane on the opposite side of the Heyfield Seaton Road that is maintained and has several properties addressed to the road (see attached map).

At the 22 August 2013 Place Names Committee Meeting, it was moved to name the road Church Lane, which was rejected by the Registrar of Geographic Names due to the proximity of Church Lane in Cowwarr.

At the 27 February 2014 Place Names Committee Meeting, it was moved:

Councillor McCubbin/Councillor Davine

That:

- A letter be sent to the Registrar of Geographic Names seeking an exemption to the 30 km proximity rule in the case of Church Street, Cowwarr; and
- Failing acceptance of the name Church Lane then the alternate road name of Hall Lane be registered.

A response was received again rejecting Church Lane and Hall Lane has subsequently been registered and abutting landowners notified.

It was moved:

Councillor McCubbin/Davine

That this item be closed.

2.4 Request from Department of Transport, Planning and Local Infrastructure regarding the ANZAC Commemorative Naming Project.

A further request was received from DTPLI regarding the ANZAC Commemorative Naming Project.

At the 28 November 2013 Place Names Committee Meeting, it was moved that an application be made for the grant and the funds to be made available to the Wellington Shire Heritage Network to conduct research for this project across the entire shire. The funds were received and subsequently passed to the Wellington Shire Heritage Network.

It was moved:

Councillor McCubbin/Davine

That:

The Wellington Shire Heritage Network is requested to provide a report containing suitable suggested road names in a timely manner.

An update from the Wellington Shire Heritage Network was subsequently presented to the Committee.

It was moved:

Councillor McCubbin/McIvor

That the Place Names Committee be informed of any progress and that this item be closed.

3. GENERAL BUSINESS

3.1 A request has been received to register the names of an additional three waterfalls in the shire (letter attached).

It was moved:

Councillor Davine/McIvor

That:

- **The following waterfall names be advertised in the Yarram area and if no negative responses are received within 28 days of the advertised date then proceed to register these waterfall names:**

-

Albert River Falls – on the Albert River; and

Bruthen Creek Falls – on the Bruthen Creek;

Chilver Falls – on an unnamed tributary of Merriman Creek;

Diannes Falls – on Jack River;

Le Grand Falls – on Bruthen Creek;

Thomas Falls – on an unnamed tributary of Jack River; and

Love Falls – upstream waterfall on Wards Creek; and

Nicholls Falls – downstream waterfall on Wards Creek; and

The following waterfall names be advertised in the local area and if no negative responses are received within 28 days of the advertised date then proceed to register these waterfall names:

Lummican Falls – in Lummican Gully off the Moroka River; and

**Moroka River Falls – on the Moroka River; and
Moroka Gorge Falls – on the Moroka River; and**

Advise the Gunaikurnai Land and Waters Aboriginal Corporation of the proposed names.
Carried

3.2 A request to reconfirm the name of the library in the Yarram Hub as the Charles McCallum Library (see details attached).

Councillor McCubbin/McIvor

That the Place Names Committee endorse the previous Council Resolution and continue to name the library at Yarram the Charles McCallum Library.

Carried

3.3 A request has been received from a developer to name two roads within a proposed subdivision (details attached).

It was moved:

Councillor Davine/McIvor

That the Place Names Committee acknowledge the ANZAC link with the proposed names for the subdivision proposed for Lots C & D on PS605819W and endorse the following names:

- **Kennelly Crescent; and**
- **Peters Drive.**

Carried

3.4 A request has been received to name the meeting rooms in the new Wellington Shire Council Offices in Desailly Street (see attached).

It was moved:

Councillor McCubbin/Davine

That the Place Names Committee endorse the following meeting room names for the new council offices in Desailly Street, Sale:

Room 102	Freestone Outdoor Space
Room 105	Valencia Room
Room 106	Perry Room
Room 107	Merriman Room
Room 108	Nuntin Room
Room 119	Dargo Room
Room 129	Thomson Room
Room 136	Wellington Room
Room 137	Tarra Room
Room 209	Albert Room
Room 222	Flooding Creek Room
Room 231	Avon Room
Room 304	Barkly Room
Room 323	Macalister Room
Room 329	Wonnangatta Room

Carried

4. NEXT MEETING

Thursday 28 August at 9.15am

CLOSE



C5 - REPORT

GENERAL MANAGER LIVEABILITY

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

DIVISION: LIVEABILITY
ACTION OFFICER: MANAGER HEALTHY LIFESTYLES
DATE: 5 AUGUST 2014

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

OBJECTIVE

For Council to receive the minutes from the Maffra Recreation Reserve Committee of Management's Ordinary Meeting held on 2 June 2014.

BACKGROUND

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

The objectives of this Committee are:

- To manage, operate and maintain the Maffra Recreation Reserve for the community in an efficient, effective and practical manner.
- To undertake activities designed to protect, promote, utilise and develop the Maffra Recreation Reserve for the use and enjoyment of the local community.

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

Conflict of Interest: It was noted that conflicts of interest were called for at the commencement of the meeting with no conflicts being declared.

OPTIONS

Council has the following options:

1. Receive the minutes from the Maffra Recreation Reserve Committee of Management's Ordinary Meeting held on 2 June 2014; or
2. Seek further information for consideration at a future meeting of Council.

PROPOSAL

That Council receive the minutes from the Maffra Recreation Reserve Committee of Management's Ordinary Meeting held on 2 June 2014.

CONFLICT OF INTEREST

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

LEGISLATIVE IMPACT

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

COUNCIL POLICY IMPACT

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

COUNCIL PLAN IMPACT

The Council Plan 2013-17 Theme 4 Infrastructure states the following strategic objective and related strategy:

Strategic Objectives

"Asset and infrastructure that meet current and future community needs."

Strategy 4.2

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

CONSULTATION IMPACT

Meetings held by the Maffra Recreation Reserve Special Committee of Council are open to the public.

PUBLIC QUESTIONS AND COMMENTS FROM THE GALLERY

RECOMMENDATION

That Council receive the minutes from the Maffra Recreation Reserve Committee of Management's Ordinary Meeting held on 2 June 2014.

MAFFRA RECREATION RESERVE COMMITTEE OF MANAGEMENT
(SPECIAL COMMITTEE of WELLINGTON SHIRE COUNCIL)
GENERAL MEETING

Held Monday June 2nd, 2014

PRESENT- Jennifer Toma, Bernard Coleman, Charlie Coleman, Tim Dwyer, Paul Bourke & Matthew Coleman.

APOLOGIES – Lisa Ogilvie, John Vardy, Val Bragg, Irene Crockford, Mark Hewlitt & Steve Dingwall.

Due to the absence of the Chairman, M. Hewlitt, B. Coleman chaired the meeting.

Conflict of interest the acting Chairman, B. Coleman, advised committee members that they are obliged to declare any conflict of interest arising from items to be discussed at this meeting.

Representative from Wellington Shire Council, Dean Hardist, spoke about the Masterplan for this Reserve. The committee asked for the following changes to be made;

- remove the “Oval Lighting upgrade” from Recommended Actions because it has been completed;
- include to Recommended Actions the building of a multi-purpose facility on the northern side of the Reserve as 6.3.1;
- raise 6.4.4 “Drainage Upgrade to 6.3.2;
- include to Recommended Actions the addition of a Public Address system for the Reserve.

Dean informed the Committee that Lisa Linden has been appointed as temporary support person until a replacement for Darren Randle has been chosen.

MINUTES of the general meeting held on Monday April 7th, 2014 were read and received on the motion of I. Crockford and seconded by M. Coleman. CARRIED
BUSINESS ARISING –

1/ The new cisterns for the McLean Street toilets have not been ordered yet.

2/ Thank you to the Netball volunteers for putting a trench along the western side of the old Trade Pavilion to drain rain water away.

3/ A quote was submitted to the American Truck Historical Society Australian Chapter to host their planned three day expo in November.

CORRESPONDENCE

Inward – Nil

Outward – letters to committee members with meeting invitations & Minutes;

Letter to the American Truck Historical Society Australian Chapter.

Correspondence read and received on the motion of J. Toma and seconded V. Bragg CARRIED

TREASURER’S REPORT- for the month was presented by the Secretary, J. Toma, in the absence of the Treasurer. Secretary, J. Toma moved and P. Bourke seconded that the Financial Report be received and any accounts passed for payment. CARRIED

REPORTS

Kennel Club- camp bookings have begun for the 2014 shows

Football/Netball Club- the new bar area should be under construction soon.

Agricultural Society- Smash-up Derby, a letter (as sent to WSC) was tabled and read to Committee by the Secretary. After some discussion the following action was decided; ACTION- the football/netball representatives to present the letter to the next club meeting for discussion and report back to next Committee meeting.

- Maffra Mile foot race for men & women will be held at the 2014 show, a major sponsor is being sort the prize money, \$1,000 first adults, \$500 first junior event.

Harness Club- met with the Agricultural Society and a number of items were discussed amicably, including fencing of Blackies Paddock, and track to be installed. The Committee also discussed the use of "Siberia" by the Harness Club as a cross-country course if it were cleared up. ACTION – M. Coleman to approach Bill Hind (next door grazier) to graze his cattle there in preparation for works.

.

GENERAL BUSINESS

1/ Work by David Coridas on the tracks need to commence soon

2/ the old caravan dumped in Blackies Paddock needs to be removed as vandals are making a mess of it. ACTION- as this is the Football/netball clubs responsibility this was referred to club reps.

MOTION moved by C. Coleman and seconded by M. Coleman that a letter be sent to WSC requesting that the committee numbers be changed to include a representative from the Eastern Victorian Pleasure Harness Club Inc. CARRIED

The meeting closed at 8.35pm.

The next meeting will be held Monday July 7th, 2014.

July meeting apologies; J. Toma (sec) and T. Dwyer

11:37 AM
12/06/14
Cash Basis

Maffra Recreation Reserve Profit & Loss

May 2014

	May 14	Jul 13 - May 14
Income		
Electricity contributions		
Maffra Agricultural Society	0	1,214
Total Electricity contributions	0	1,214
 Hire of Reserve	45	214
Interest Received (Bendigo)	6	70
Rentals		
Camping (Kennel Club)	0	1,186
Casual (Motorhomes)	0	18
Maffra Agricultural Society	0	852
Maffra Football & Netball Club	0	9,773
Total Rentals	0	11,829
 Wellington Shire		
Operating Grant	0	15,862
Total Wellington Shire	0	15,862
 Total Income	51	29,189
 Expense		
Audit	0	130
Bank Fees & Charges (Bendigo)	0	1
CFA Service	0	362
Cleaning	0	393
Cleaning (T. Van Baalen)	0	606
Cleaning Supplies (Milestone)	160	160
Electricity & Gas (PowerDirect)	151	12,124
Flowers	0	45
Fuel and Oil		
Tractor/ Ride-On (MG Trading)	167	1,297
Total Fuel and Oil	167	1,297
 Ground (Fertiliser)	0	331
Mowing (M.Hewlitt)	0	400
Postage & Stationary (Aus Post)	0	152
Repairs and Maintenance		
(General)	0	149
Buildings (General)	28	28
Buildings (Locksmith)	0	147
Buildings (Painting)	0	35
Buildings (Plumbing)	19	19
Equipment (Cleaning)	0	79
Equipment (Hot water service)	0	100
Equipment (Toilets)	0	51
Grounds (Brown Wigg)	0	144
Grounds (Eastcoast Plumbtec)	104	1,075
Grounds (Elders)	14	84

11:37 AM
12/06/14
Cash Basis

**Maffra Recreation Reserve
Profit & Loss
May 2014**

	<u>May 14</u>	<u>Jul 13 - May 14</u>
Grounds (Fences)	5,600	5,600
Grounds (Fertiliser)	280	280
Grounds (Home Hardware)	5	184
Grounds (Mac. Earthmoving)	0	3,500
Grounds (McCarthy Plumbers)	0	1,546
Grounds (Track Grading)	0	1,463
Tractor (Battery)	0	227
Tractor (Repairs)	0	92
Total Repairs and Maintenance	6,050	14,803
Waste Removal (Maffra Waste)	0	1,156
Water Rates (Gippsland Water)	0	1,427
Water Rates (SRW)	0	608
Total Expense	6,528	33,995
Net Income	-6,477	-4,806

11:54 AM
12/06/14

**Maffra Recreation Reserve
Reconciliation Summary
Bendigo Bank - General Account, Period Ending 31/05/2014**

	<u>May 31, 14</u>
Beginning Balance	3,326.36
Cleared Transactions	
Cheques and Payments - 9 items	-2,326.22
Deposits and Credits - 3 items	5,738.02
Total Cleared Transactions	3,411.80
Cleared Balance	6,738.16
Uncleared Transactions	
Cheques and Payments - 5 items	-6,499.41
Total Uncleared Transactions	-6,499.41
Register Balance as of 31/05/2014	238.75
Ending Balance	238.75

11:56 AM
12/06/14

Maffra Recreation Reserve
Reconciliation Summary
Bendigo Bank - Investment Acc., Period Ending 31/05/2014

	<u>May 31, 14</u>
Beginning Balance	12,925.28
Cleared Transactions	
Deposits and Credits - 1 item	<u>5.84</u>
Total Cleared Transactions	<u>5.84</u>
 Cleared Balance	 <u><u>12,931.12</u></u>
 Register Balance as of 31/05/2014	 12,931.12
Ending Balance	12,931.12

ITEM C5.2**BRIAGOLONG QUARRY RESERVE COMMITTEE OF MANAGEMENT MINUTES**

DIVISION: LIVEABILITY
ACTION OFFICER: MANAGER HEALTHY LIFESTYLES
DATE: 5 AUGUST 2014

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

OBJECTIVE

To receive the minutes from the Briagolong Quarry Reserve Committee of Management's Ordinary Meeting held on the 23 June 2014.

BACKGROUND

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

The objectives of this Committee are:

- To manage, operate and maintain the Briagolong Quarry Reserve for the community in an efficient, effective and practical manner.
- To undertake activities designed to protect, promote, utilise and develop the Briagolong Quarry Reserve for the use and enjoyment of the local community.
-

As provided under the Committee's Instrument of Delegation the minutes of all meetings are to be presented to Council.

Conflict of Interest: It was noted that conflicts of interest were called for at the commencement of the meeting, with no conflicts being declared.

OPTIONS

Council has the following options:

1. Receive the Minutes from Briagolong Quarry Reserve Committee of Management's Ordinary Meeting held on 23 June 2014; or
2. Seek further information to be considered at a future Council Meeting.

PROPOSAL

To receive the Minutes from the Briagolong Quarry Reserve Committee of Management's Ordinary Meeting held on the 23 June 2014.

CONFLICT OF INTEREST

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

LEGISLATIVE IMPACT

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

COUNCIL POLICY IMPACT

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

COUNCIL PLAN IMPACT

The Council Plan 2013-17 Theme 4 Infrastructure states the following strategic objective and related strategy:

Strategic Objectives

"Asset and infrastructure that meet current and future community needs."

Strategy 4.2

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

CONSULTATION IMPACT

Meetings held by the Briagolong Quarry Reserve Special Committee of Council are open to the public.

PUBLIC QUESTIONS AND COMMENTS FROM THE GALLERY

RECOMMENDATION

That Council receive the Minutes from Briagolong Quarry Reserve Committee of Management's Ordinary Meeting held on 23 June 2014.

BRIAGOLONG QUARRY RESERVE Special Committee of Council

MINUTES

MEETING DATE: 23/6/2014 MEETING TIME: 7:30

MEETING VENUE: BRIAGOLONG PUB

Meeting Opened Time: 7:35

1. Present / Apologies

Name	Title	Present / Apology
Peter Cleary	Councillor	/
Warrick Brown	Chairperson	/
Graeme Appleton		/
Jacob Taylor		-
Jodie Taylor		-
Kaye Whitworth		-
Marty Geaney		/

Quorum Achieved? Yes / No

2. Declaration of Conflicts of Interest

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

Moved: MARTY

Seconded: APPLES

CARRIED

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

4. Business Arising from Previous Minutes

APPROVAL FOR TREE REMOVAL HAS BEEN GRANTED

5. Correspondence In

- PLANNING APPLICATION APPROVAL
-
-

6. Correspondence Out – date previous minutes sent to Council

- 30/3/2004 MINUTES OF PREVIOUS MEETING SENT TO COUNCIL
-
-

7. Reports

7.1 Chairperson's Report

7.2 Treasurer's Report (Attached)

THERE ~~IS~~ ~~IS~~ IS 8465.20 IN THE BANK

7.3 User Group Reports

8. Volunteers

9. OHS / Risk / Facility Fault Report

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

11. General Business

WORKING BEE WILL ORGANISED ~~OR~~ FOR ~~OR~~ AUGUST/SEPT
TO REMOVE TREES

WOOD WILL BE DONATED TO PEOPLE AROUND TOWN

GRAEME AND WARRICK WILL CHAD PUMP SHED 28/6/2014

GRAEME WILL CO-ORDINATE WITH JACK ON DATES
FOR TREE REMOVAL

WARRICK WILL CHASE UP PRICES FOR NEW TABLES

12. Next Meeting 8/9/2014

Meeting Closed Time: 8.25

These minutes are:

Confirmed as true and correct on
Date

Or

Corrections have been made and noted at the meeting on
Date

Chairperson Signature.....

ITEM C5.3**CAMERON SPORTING COMPLEX COMMITTEE OF MANAGEMENT MINUTES**

DIVISION: LIVEABILITY
ACTION OFFICER: MANAGER HEALTHY LIFESTYLES
DATE: 5 AUGUST 2014

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

OBJECTIVE

For Council to receive the minutes from the Cameron Sporting Complex Committee of Management's Ordinary Meetings held on 15 May 2014 and 19 June 2014.

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 this 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.

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

Conflict of Interest: It was noted that conflicts of interest were called for at the commencement of the meeting, with no conflicts being declared.

OPTIONS

Council has the following options:

1. Receive the minutes from the Cameron Sporting Complex Committee of Management's Ordinary Meetings held on 15 May 2014 and 19 June 2014; 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 Ordinary Meetings held on 15 May 2014 and 19 June 2014.

CONFLICT OF INTEREST

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

LEGISLATIVE IMPACT

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

COUNCIL POLICY IMPACT

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

COUNCIL PLAN IMPACT

The Council Plan 2013-17 Theme 4 Infrastructure states the following strategic objective and related strategy:

Strategic Objectives

"Asset and infrastructure that meet current and future community needs."

Strategy 4.2

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

CONSULTATION IMPACT

Meetings held by the Cameron Sporting Complex Special Committee of Council are held monthly and are open to the public.

PUBLIC QUESTIONS AND COMMENTS FROM THE GALLERY

RECOMMENDATION

That Council receive the minutes from the Cameron Sporting Complex Committee of Management's Ordinary Meetings held on 15 May 2014 and 19 June 2014.

CAMERON SPORTING COMPLEX Special Committee of Council

MINUTES

MEETING DATE: 15.5.2014 MEETING TIME: 8pm

MEETING VENUE: Cameron Sporting Complex

Meeting Opened Time: 8pm

1. Present / Apologies

Name	Title	Representing	Present / Apology
Malcolm Hole	Councillor		✓
Peter Anderson	Chairperson	Community	✓
Anna Gaw	Treasurer	Community	✓
Tracy Cameron	Secretary	Community	✓
Timothy Kemp		Community	✓
Bradley Spinner		Maffra Gymnastics	✓
John McLaverty		Maffra Cricket	✓
Yvonne Higgins		Maffra Basketball	✓
Bronwyn Hillbrich		Maffra Hockey	✓
Vacant		Maffra Junior Football	

Guests:

Quorum Achieved? Yes / No

2. Declaration of Conflicts of Interest NIL

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

Moved: B. Spinner Seconded: Y. Higgins **CARRIED**

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

4. Business Arising from Previous Minutes

Winter - Refer to General Business

5. Correspondence In

- Bronwyn Hillbrick - Apology + Lights need locking out (Hockey)
- Quote for varnishing seats \$5,860
- WSC - NO SMOKING SIGNS

6. Correspondence Out - date previous minutes sent to Council

- Nil
-
-

7. Reports

7.1 Chairperson's Report

7.2 Treasurer's Report (Attached)

Reider moved - discussion on led lights for carts + gym. Find about Rates on power 2nd B. Spine

7.3 User Group Reports

Basketball - 85 teams - picking up many new young players.

Marist Basketball - very successful - great for for the town & great for Marist Basketball. Many volunteers turned out.

Cricket club - Mildly successful season. 3 and 4 teams grades made finds. 4 Junior teams + 30 m10 cricket

Gymnastics - As attached.

Hockey - Simeon Crover selected in u/12 state team as goalie.

8. Volunteers

9. OHS / Risk / Facility Fault Report

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

11. General Business

- 1) Tracy apology for next two meetings.
S. McKeown to do minutes.
- 2) Audit Report: Plumber - quote of gutter (Pavillion)
men's urinals in stadium.
Electrician - 2 handchryers - quote
Grey Army - Repair & paint - Strip on doors quote.
- 3) Speak to Darren Randle about varnishing seals
Will not help pay.
- 4) Grants for changing lighting in stadium
- 5) The southern wall was painted at the pavillion

12. Next Meeting

~~8.30pm~~ June 19th

Meeting Closed Time:

8.30pm.


Chairman

CAMERON SPORTING COMPLEX

USER GROUP MONTHLY REPORT

Completed by:



Maffra Gymnastic Club Incorporated

Registered Number A.2297
Cameron Sporting Complex
Morison Street (P.O. Box 12) Maffra 3860
Telephone (03) 5141 1211
e-mail: maffgym@bigpond.net.au

A.B.N. 60-586-883-791

Australian Gymnastic Club of the Year 2003

MONTHS: **20th March – 15th May 2014**

APPROX. NUMBER OF PARTICIPANTS THIS MONTH (S): **5575 (9 weeks)**

APPROX. HOURS OF USE THIS MONTH: **394**

INCIDENTS, ACCIDENTS HEALTH & SAFETY ISSUES:

Nil –

COMPLAINTS RECEIVED

Nil

MAINTENANCE UNDERTAKEN

Reception area is almost complete – thank you to support of the Wellington Shire Grants program.
Final bit of painting to be completed

EQUIPMENT & PLANT REPORT

.

OTHER ISSUES

Users, Normal Classes (630 x 6.8), Grammar (2 x 18), Sale Specialist School (48), Maffra Primary School (4 x 112), St Mary's Primary School (3 x 88), George Gray Centre (3 x 9), Duke Street Childcare Centre (64), Kath Foley (27), Gentle Gym (6), Maffra Masters (75), Holiday Training (78), Parties (6 x 18), Movie Night (110)

Maffra Masters Gymnastic Event went well with competitors from Banyule, Knox, Geelong, Maffra and Morwell competing (Wesley !)

Senior Gippsland Championships 6th / 7th September at Maffra then

Senior Women's Vic Championships Maffra will be hosting again in 2014 October 11 / 12th – plus for the first time Level 2 – 3 Mens Victorian Championships in June 28/29

CAMERON SPORTING COMPLEX - COMMITTEE OF MANAGEMENT

FINANCIAL STATEMENT - MONTH ENDED 30th APRIL 2014

CHEQUE ACCOUNT

RECEIPTS

	APRIL	Y.T.D.
Wellington Shire:		
Maintenance Grant		\$ 41,952.00
Audit Works		\$ 318.00
Reimbursements:		
Basketball Association		\$ 21,714.94
Gymnastics		\$ 16,365.59
Maffra Junior Football Club		
Maffra Cricket Club		
Rentals:		
Maffra Cricket Club		
Schools		\$ 300.00
Hockey Club	\$ 2,415.00	\$ 2,415.00
Netball Association		\$ 820.00
Maffra Junior Football Club	\$ 6,037.50	\$ 6,037.50
Miscellaneous Rentals		\$309.09
Add Other Income:		
Miscellaneous		
GST Reimbursement		\$ 2,465.54
GST Collected on Receipts	\$ 845.25	\$ 4,796.17
Bank Interest		
Transfers:		
From Investment Acc		\$ 14,100.00

PAYMENTS

	APRIL	Y.T.D.
Reserve:		
Telstra		\$ 197.32
Gippsland Water		\$ 5,854.45
Origin	\$ 53.84	\$ 446.48
TXU		
Stadium:		
Origin	\$ 54.49	\$ 906.49
Electricity - Power Direct		\$ 16,658.40
Contract Cleaning:		
Cleaning	\$ 1,726.79	\$ 16,115.24
Mowing Contract:		
Maffra Golf Club	\$ 927.27	\$ 12,345.45
Rotary Club of Maffra		
Miscellaneous:		
Rubbish Collection	\$ 190.00	\$ 2,042.50
Toilet Supplies		\$ 395.48
Audit Costs		\$ 330.00
Maintenance:		
Stadium		\$ 4,642.26
Reserve/Pavilion	\$ 56.00	\$ 592.92
Sundries:		
Postage		\$ 54.55
Post Office Box		\$ 22.72
Advertising		
Materials		\$ 71.68
Equipment		
Bank Charges		

			Other Expenses:		
			GST on Expenses	\$ 300.83	\$ 5,479.67
			GST to Shire		\$ 834.88
			Transfer:		
			To Investment Account		\$ 35,000.00
Total Receipts	\$ 9,297.75	\$ 111,593.83	Total Payments	\$ 3,309.22	\$ 101,990.49
Balance 01st July 2013		\$ 296.53	Balance 30th April 2014		\$ 9,899.87
Total		\$ 111,890.36	Total		\$ 111,890.36

Bank Reconciliation

Balance as per Bank Statement (copy attached)

\$12,069.93

Less unpresented cheques

Cheque

No.	1496	\$ 209.00
	1497	\$ 61.60
	1499	\$ 1,899.46

Balance as at 30th April 2014

\$ 2,170.06

\$ 9,899.87

SAVINGS ACCOUNT
RECEIPTS

	APRIL	Y.T.D.
Interest	\$ 9.83	\$ 129.59
Transfers In		\$ 35,000.00
Total Receipts	\$ 9.83	\$ 35,129.59
Balance 01st July 2013		\$ 5.96
Total		\$ 35,135.55

PAYMENTS

	APRIL	Y.T.D.
Bank Charges		\$
Transfers Out		\$ 14,100.00
Total Payments	\$ -	\$ 14,100.00
Balance 30th April 2014		\$ 21,035.55
Total		\$ 35,135.55

Bank Reconciliation

Passbook Balance as at 30th April 2014

\$21,035.55

ACCOUNT SUMMARY

Cheque	\$
Account	9,899.87
	\$
Savings Passbook	21,035.55
TOTAL 30th April 2014	\$ 30,935.42

CAMERON SPORTING COMPLEX Special Committee of Council

09 JUL 2014
RECEIVED

MINUTES

MEETING DATE: 19/06/14 **MEETING TIME:** 8:00pm

MEETING VENUE: CAMERON SPORTING COMPLEX, MARION ST. MAFFRA

Meeting Opened Time:

1. Present / Apologies

Name	Title	Representing	Present / Apology
Malcolm Hole	Councillor		✓
Peter Anderson	Chairperson	Community	✓
Anna Gaw	Treasurer	Community	✓
Tracy Cameron	Secretary	Community	✓
Timothy Kemp		Community	✓
Bradley Spinner		Maffra Gymnastics	✓
John McLaverty		Maffra Cricket	✓
Yvonne Higgins		Maffra Basketball	✓
Bronwyn Hillbrich		Maffra Hockey	✓
Vacant		Maffra Junior Football	

Guests: NIL

Quorum Achieved? Yes / No

2. Declaration of Conflicts of Interest NIL

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

Moved: YVONNE HIGGINS **Seconded:** JOHN McLAVERTY **CARRIED** ✓

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

4. Business Arising from Previous Minutes

LIGHTS - LED lights for Stadium - cost is \$400 per light compared with current cost of \$200 per light. However, LED lights will last much longer, much cheaper to run and don't lose brightness over time.

HOCKEY LIGHTS - have been checked out by Darren Bennett.

5. Correspondence In

- Quote for electrical - Darren Bennett
- Quote for plumbing - Wellington Plumbing
- Quote for maintenance/repairs/painting - Grey Army.

6. Correspondence Out - date previous minutes sent to Council

- NIL
-
-

7. Reports

7.1 Chairperson's Report

NIL

7.2 Treasurer's Report (Attached)

7.3 User Group Reports

MAFFRA CRICKET CLUB - Nothing to report at this stage. AGM on 02/07/14.

MAFFRA BASKETBALL - 10 teams participated in State tournament and 1 team in Ballarat. All teams made Grand Finals. U10 boys won Div 2, U16 boys won, U10, U12, U16, U18/open teams all runners up. (See attached article from Gippsland Times - with MABA Newsletter)
Finishing this Friday to have a 3 week break.

Rhys Carter coming to do a clinic during school holidays (07/07/14)
Camp in Warragul also.

Austin Hodge off to Geelong - captain of Vic. U16 Country team.
Jack White off to AIS in Canberra.

MAFFRA HOCKEY CLUB - 4 rounds so far, not a lot happening so far. Everything is going well; juniors are being successful.

8. Volunteers MAFFRA GYMNASTICS - see attached report. All going very well.

9. OHS / Risk / Facility Fault Report

Emergency / Safety manual has been updated for this month.

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

NIL

11. General Business

AGM - August meeting 21/08/14

Carpark in front of stadium - problems include poor lighting, poor carpark markings & directions; disabled parking problems. Brenton Dinsdale has conducted an audit regarding disabled parking and presented a report. Needs to be revisited. Request a meeting with Council regarding parking issues.

Audit works:

- guttering on west side of pavilion (\$1012 quote)
- lights repaired in pavilion change rooms
- 2x hand dryers in stadium toilets (\$1479.50)
- lights in stadium - emergency lighting & fluores.
- repairs to double doors
- repairs to locks.
- painting (quote for \$20000 - need to get another quote and revisit this. Cannot afford this amount).
- seating in stadium - quote for varnishing to be sent to Council with a covering letter.

12. Next Meeting

THURSDAY 17/07/14 @ 8.00pm.

Meeting Closed Time: 8.30pm


Chairman.

CAMERON SPORTING COMPLEX

USER GROUP MONTHLY REPORT

Completed by:



Maffra Gymnastic Club Incorporated

Registered Number A.2297

A.B.N. 60-586-883-791

Cameron Sporting Complex

Monison Street (P.O. Box 12) Maffra 3860

Telephone (03) 5141 1211

e-mail: maffgym@bigpond.net.au

Australian Gymnastic Club of the Year 2003

MONTHS: 15th May – 19th June 2014

APPROX. NUMBER OF PARTICIPANTS THIS MONTH (S): 3970 (5 weeks)

APPROX. HOURS OF USE THIS MONTH: **280**

INCIDENTS, ACCIDENTS HEALTH & SAFETY ISSUES:

Nil –

COMPLAINTS RECEIVED

Nil

MAINTENANCE UNDERTAKEN

Nil – Reception Area is now in use. Thank you to Wellington Shire Council for the grant and our helpers – Mark Johnstone painting and Peter Howe Plastering.

EQUIPMENT & PLANT REPORT

OTHER ISSUES

Users, Normal Classes (630 x 5), Grammar (2 x 18), Sale Specialist School (57), Maffra Primary School (2 x 112), St Mary's Primary School (3 x 88), Kath Foley (14), Maffra Masters (75), Parties (4 x 18), George Gray (4 x 9), Sale Secondary College (3 x 14).

Level 2 – 3 Mens Victorian Championships on June 29

Senior Gippsland Championships 6th / 7th September at Maffra then

Senior Women's Vic Championships Maffra will be hosting again in 2014 October 11 /12th –

CAMERON SPORTING COMPLEX - COMMITTEE OF MANAGEMENT

FINANCIAL STATEMENT - MONTH ENDED 31st MAY 2014

CHEQUE ACCOUNT **RECEIPTS**

	MAY	Y.T.D.
Wellington Shire:		
Maintenance Grant		\$ 41,952.00
Audit Works		\$ 318.00
Reimbursements:		
Basketball Association	\$ 1,873.74	\$ 23,588.68
Gymnastics	\$ 886.93	\$ 17,252.52
Maffra Junior Football Club		
Maffra Cricket Club		
Rentals:		
Maffra Cricket Club	\$ 6,037.50	\$ 6,037.50
Schools		\$ 300.00
Hockey Club		\$ 2,415.00
Netball Association		\$ 820.00
Maffra Junior Football Club		\$ 6,037.50
Miscellaneous Rentals		\$309.09
Add Other Income:		
Miscellaneous		
GST Reimbursement		\$ 2,465.54
GST Collected on Receipts	\$ 879.81	\$ 5,675.98
Bank Interest		
Transfers:		
From Investment Acc		\$ 14,100.00

PAYMENTS

	MAY	Y.T.D.
Reserve:		
Telstra		\$ 197.32
Gippsland Water		\$ 5,854.45
Origin		\$ 446.48
TXU		
Stadium:		
Origin		\$ 906.49
Electricity - Power Direct	\$ 3,541.41	\$ 20,199.81
Contract Cleaning:		
Cleaning	\$ 1,253.88	\$ 17,369.12
Mowing Contract:		
Maffra Golf Club	\$ 2,518.18	\$ 14,863.63
Rotary Club of Maffra		
Miscellaneous:		
Rubbish Collection	\$ 190.00	\$ 2,232.50
Toilet Supplies	\$ 171.00	\$ 566.48
Audit Costs		\$ 330.00
Maintenance:		
Stadium		\$ 4,642.26
Reserve/Pavilion		\$ 592.92
Sundries:		
Postage		\$ 54.55
Post Office Box		\$ 22.72
Advertising		
Materials		\$ 71.68
Equipment		
Bank Charges		
Other Expenses:		
GST on Expenses	\$ 767.44	\$ 6,247.11

			GST to Shire		\$ 834.88
			Transfer:		
			To Investment Account		\$ 35,000.00
Total Receipts	\$ 9,677.98	\$ 121,271.81	Total Payments	\$ 8,441.91	\$ 110,432.40
Balance 01st July 2013		\$ 296.53	Balance 31st May 2014		\$ 11,135.94
Total		\$ 121,568.34	Total		\$ 121,568.34

Bank Reconciliation

Balance as per Bank Statement (copy attached)

\$11,135.94

Less unpresented cheques

Cheque

No.

Balance as at 31st May 2014

\$ -
\$11,135.94

SAVINGS ACCOUNT
RECEIPTS

	MAY	Y.T.D.
Interest	\$ 9.51	\$ 139.10
Transfers In		\$ 35,000.00
Total Receipts	\$ 9.51	\$ 35,139.10
Balance 01st July 2013		\$ 5.96
Total		\$ 35,145.06

PAYMENTS

	MAY	Y.T.D.
Bank Charges		\$
Transfers Out		\$ 14,100.00
Total Payments	\$ -	\$ 14,100.00
Balance 31st May 2014		\$ 21,045.06
Total		\$ 35,145.06

Bank Reconciliation

Passbook Balance as at 31st May 2014

\$21,045.06

ACCOUNT SUMMARY

Cheque Account	\$ 11,135.94
Savings Passbook	\$ 21,045.06
TOTAL 31st May 2014	\$ 32,181.00

ITEM C5.4**MAFFRA RECREATION RESERVE COMMITTEE OF
MANAGEMENT TERMS OF REFERENCE AMENDMENT**

DIVISION: LIVEABILITY
ACTION OFFICER: MANAGER HEALTHY LIFESTYLES
DATE: 5 AUGUST 2014

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

OBJECTIVE

For Council to adopt the amended Terms of Reference for the Maffra Recreation Reserve Committee of Management, allowing the Committee structure to include a representative from the Eastern Victorian Pleasure Harness Club Inc.

BACKGROUND

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

Committee membership currently consists of the following representatives appointed by the Council:

- a) One Councillor
- b) Two Representatives from the Maffra Football Club
- c) Two Representatives from the Maffra Agricultural Society
- d) One Representative from the District Kennel Club
- e) One Representative from the Poultry Club
- f) One Representative from the Maffra Municipal Band
- g) One Representative from the Maffra Rockhounds
- h) Four representatives of the community of Maffra. Expressions of interest shall be sought embracing an agreed range of skills and experience appropriate to the functioning of a public recreation reserve

The Eastern Victorian Pleasure Harness Club Inc. has become a regular user of the Maffra Recreation Reserve. At its meeting on 2 June 2014, the Maffra Recreation Reserve Committee of Management passed a motion to request the inclusion of a representative of the Eastern Victorian Pleasure Harness Club Inc in the Committee membership structure. The request was received from the Committee at this office on 3 July 2014.

The amended Terms of Reference provide for the nomination of a representative of the Eastern Victorian Pleasure Harness Club Inc to the Committee of Management which will be endorsed by Council at a future date.

OPTIONS

Council has the following options:

1. Adopt the amended Terms of Reference for the Maffra Recreation Reserve Committee of Management enabling the Committee structure to include a representative of the Eastern Victorian Pleasure Harness Club Inc.; or
2. Seek further information for consideration at a future meeting of Council.

PROPOSAL

That Council adopt the amended Terms of Reference for the Maffra Recreation Reserve Committee of Management enabling the Committee structure to include a representative of the Eastern Victorian Pleasure Harness Club Inc.

CONFLICT OF INTEREST

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

LEGISLATIVE IMPACT

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

COUNCIL POLICY IMPACT

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

COUNCIL PLAN IMPACT

The Council Plan 2013-17 Theme 4 Infrastructure states the following strategic objective and related strategy:

Strategic Objectives

"Asset and infrastructure that meet current and future community needs."

Strategy 4.2

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

PUBLIC QUESTIONS AND COMMENTS FROM THE GALLERY

RECOMMENDATION

That Council adopt the amended Terms of Reference for the Maffra Recreation Reserve Committee of Management allowing the Committee structure to include a representative of the Eastern Victorian Pleasure Harness Club Inc.

WELLINGTON SHIRE COUNCIL

MAFFRA RECREATION RESERVE COMMITTEE

TERMS OF REFERENCE

SCHEDULE

1. Definitions

In this Schedule unless inconsistent with the context or subject matter;

“Council” means the Wellington Shire Council

“Financial Year” means the period from 1 July to the following 30 June

“Special Committee” means the persons who are appointed and/or elected to the Committee in the manner hereinafter provided

2. Objectives

The objectives of the Special Committee shall be:

- 2.1. To manage, operate and maintain the Maffra Recreation Reserve for the community in an efficient, effective and practical manner.
- 2.2. To undertake activities designed to protect, promote, utilise and develop the Maffra Recreation Reserve for the use and enjoyment of the local community.

3. Appointment and Membership of the Committee

The method of appointment and the membership of the Special Committee shall be:

- 3.1 the Special Committee shall consist of a minimum of 5 ordinary members appointed by the Council as follows:
 - a) One Councillor
 - b) Two Representatives from the Maffra Football Club
 - c) Two Representatives from the Maffra Agricultural Society
 - d) One Representative from the District Kennel Club
 - e) One Representative from the Poultry Club
 - f) One Representative from the Maffra Municipal Band
 - g) One Representative from the Maffra Rockhounds
 - h) One Representative from the Eastern Victorian Pleasure Harness Club Inc
 - i) Four representatives of the Community of Maffra. Expressions of interest shall be sought embracing an agreed range of skills and experience appropriate to the functioning of a public recreation reserve
- 3.2 the Special Committee takes its authority from Section 86 of the Local Government Act 1989.
- 3.3 the term of office of the Members shall be until 18 December 2015 or as otherwise determined by the Council.
- 3.4 in the event of a vacancy on the Special Committee, the Committee may submit nominations to the Council and the vacating member shall be replaced by a person

drawn from the same membership category in clause 3.1. The Council may chose to fill the vacancy from the names submitted or call for public nominations.

- 3.5 all nominations and appointments to the Special Committee must be confirmed by the Council and any person appointed as a Member may be removed from that position at any time by resolution of the Council. Any such removal shall cause an extraordinary vacancy which must be filled in accordance with clause 3.4.
- 3.6 the office of a Member may be declared vacant by the Council if that Member fails to attend 3 consecutive meetings without leave being granted by the Special Committee by a resolution duly passed.

4. Conditions

That the Special Committee observe and maintain the following conditions between the Committee and the Council as provided under this Section.

Notwithstanding Clauses below, the Council shall be the arbitrator of any disputed or uncertain maintenance responsibility and the Council's decision will be final.

4.1 Procurement

The Special Committee is authorised by the Instrument of Delegation to make procurement (purchasing) decisions in relation to the purchase of goods, services and works on behalf of Council. In making procurement decisions, the Committee shall also give consideration to Council's Procurement Policy.

4.2 Works

- 4.2.1. It is provided that the responsibility for repairs, maintenance and improvements will be divided between the Committee and the Council as provided in Appendix 1.
- 4.2.2. Major maintenance or improvement works will be the responsibility of the Council. Such works will be scheduled within the constraints of the Council's budget capability and will be consistent with any relevant policies and procedures adopted by the Council.
- 4.2.3. Despite sub-clause (4.2.2) it is not intended to prevent the Committee of Management from suggesting or requesting the undertaking of major works, which subject to Council consent it may do at its cost.
- 4.2.4. Any additions modifications or improvements made to the property remain the property of the Council.
- 4.2.5. The Committee of Management is responsible for maintenance and replacement of all fittings, furniture and equipment within the facility with the exception of those items listed in accordance with Appendix 1.
- 4.2.6. If it is deemed that any Council supplied equipment (fixed or portable) is no longer available for use due to age or it is unable to be repaired, the Committee shall advise the Council of the condition of the equipment and the Committee's recommendation for the future of the equipment.

4.3 Insurance

4.3.1 Building and Contents

The Council will be responsible for the insurance cover of buildings, other identifiable physical structures and Council owned contents. Contents cover does not however include sporting equipment and other items owned by the

Committee or user groups. The Committee shall ensure that user groups are aware of their responsibility to obtain and maintain insurance on their own equipment.

4.3.2 Committee Members

Subject to the Special Committee and its members acting within the scope, powers and functions set out in the Instrument of Delegation and these Terms of Reference, the Public Liability insurance held by the Council shall protect individual members from liability other than for criminal matters.

4.3.3 Volunteers

Any volunteers co opted to assist the Committee to discharge its obligations will be covered by the Council's insurance policies where the names of the volunteers have been recorded in the Committee's Volunteer Register. The Committee will be responsible for ensuring that all volunteers complete a Volunteer Registration Form which is to be held by the Committee.

4.3.4 Hirers / Users

All regular users/hirers or organised clubs, associations or organisations using the Maffra Recreation Reserve must have their own public liability insurance cover when using the reserve facilities. Casual hirers, being individuals or unincorporated groups of individuals, will, subject to completion of a documented hire agreement, be covered by the Wellington Shire Council casual hirers insurance policy.

4.4 Use of Facility

4.4.1 The Committee of Management is responsible for the formulation and administration of terms and conditions for use of the facility, including the setting of hire fees and security deposits. All terms and conditions of use and access must be consistent with any Council policy(s).

4.4.2 The Committee of Management must formulate a written Hire Agreement inclusive of an indemnity to be entered into with users of the facility.

4.4.3 The Committee of Management must ensure that all users of the facility execute the hire agreement and indemnity prior to any use.

4.5 Books of Account

The Committee shall operate such bank accounts and books of accounts as the Committee thinks necessary and may receive all monies and meet routine expenditure in connection with the Conditions set out in Clause 5 and associated with the operation of the various Maffra Recreation Reserve functions.

4.6 Fundraising

All fundraising activities for or related to the facility, including any undertaken by the Committee of Management, must not occur until after all applicable permits and licences have been obtained.

4.7 Rules for Behaviour of Users

Subject to approval by the Council, the Special Committee may make such rules as it deems expedient for the safety, conduct and well being of people using the Maffra Recreation Reserve and may ensure compliance by whatever lawful means the Committee considers fit. A copy of such rules shall be supplied to the Council by the Committee within one month of being approved by the Committee. Council may

approve or reject such rules as soon as practicable thereafter. If approved by Council, such rules shall have immediate effect thereafter.

5. Reporting

The following reports shall be provided to Council outlining the activities of the Special Committee:

- 5.1 Copy of all Committee Meeting Minutes (including ordinary meetings, extraordinary meetings and Annual General Meetings), within a month of the meeting being held.
- 5.2 Monthly GST Returns, detailing total income and expenditure and total GST received and paid during the month [form supplied by Shire]. Returns due within the first week of the month following.
- 5.3 The Annual General Meeting reporting requirements are:
 - Audited financial statements for previous financial year
 - Annual operating budget
 - Works and projects planned for next 12 months
 - Schedule of fees
 - Committee's Rules for the Reserve

6. Meetings of the Special Committee

The following rules and regulations apply to meetings of the Special Committee:

- 6.1 the provisions of Section 86, 87, 89 and 90 of the Local Government Act 1989 shall apply to this Special Committee (Copy attached at Appendix 2).
- 6.2 the conduct of meetings held by the Special Committee shall be subject to the provisions of Wellington Shire Council – Local Law No. 1, "Processes of Municipal Government (Meeting and Common Seal) Local Law."
- 6.3 the Committee shall appoint the Chairperson, Secretary and Treasurer from the persons appointed by Council to the Special Committee.
- 6.4 the Chairperson, Secretary and Treasurer shall be elected on an annual basis.
- 6.5 the Special Committee shall meet at least 4 times per year on a quarterly basis, or more frequently if so determined by the Committee.
- 6.6 notice specifying the date, time and business of the meeting must be given to all members as least seven days before any meeting of the Special Committee.
- 6.7 no meeting of the Special Committee shall be held and no business shall be transacted unless a majority of members are present (half the membership plus one) creating a quorum. If a quorum is not present within ½ an hour of the time appointed for a meeting, then the meeting shall stand adjourned until the same time and place on the same day of the following week and notice to this effect shall be given to all members.
- 6.8 an extraordinary meeting shall be called by the Chairperson on the written request of any three members, such request specifying the purpose of the extraordinary meeting.
- 6.9 a record of the minutes and proceedings of all meetings together with those present shall be kept in the files of the Committee.
- 6.10 minutes are to be confirmed at the next meeting with or without corrections. Such minutes are to be signed by the Chairperson of the confirmatory meeting and shall be kept in the files of the Committee.

7. Operating Subsidy

Council will pay the Special Committee an annual operating subsidy in the amount of no less than \$15,862. The operating subsidy must be used by the Special Committee to go towards the costs of operating and maintaining the facility as per the terms and conditions herein.

MAINTENANCE

The division of responsibility for the maintenance of the facility is as follows:-

(1) COMMITTEE OF MANAGEMENT

- Car Parking On-site (where applicable).
- Cooking Equipment - repair.
- Doors and Door Furniture.
- Electrical Fittings & Fixtures - repair and replacement.
- Fences – repair.
- Fire Fighting Equipment – Portable (eg extinguishers), fire blankets.
- Fire Fighting Equipment inc extinguishers & hose reels - Testing
- Fly-wire screens - repair and replace.
- Floor coverings – carpet – repair & replace.
- Floor coverings – vinyl – repair & replace.
- Floor coverings – other – repair & replace.
- Floor - resurfacing
- Heating Equipment and Air Conditioning – repair & maintenance.
- Hot water systems – repair & maintenance.
- Internal Lining – repairs.
- Lawns, nature strips, gardens, trees, shrubs and play areas within the area defined by the Agreement.
- Light fittings, Globes & Tubes – inc Exit & Emergency lighting and testing.
- Painting – internal & external.
- Paths/Paved areas – repair & maintenance.
- Playground equipment.
- Roof cladding - repairs
- Roof gutters, downpipes & fascias – cleaning and repairs.
- Sanitary fixtures inc toilet cisterns - repair and replacement
- Security.
- Sewerage lines, Septic systems and storm water drains – repair & maintenance inc pump out and clearance of blockages.
- Taps, valves and pipework.
- Windows - frames and glazing.
- Other minor maintenance.
- Essential Safety Measures Manual – keeping records current.

(2) WELLINGTON SHIRE COUNCIL

- Cooking equipment – replace fixtures assessed as non repairable or beyond serviceable life.
- Electrical Rewiring where necessary to comply with regulatory requirements.
- External Cladding – full replacement of wall(s).
- Fences – full replacement where assessed as unserviceable.
- Fire Fighting Equipment – Replacement and repair of fixed hose reels and hydrants.
- Floor – replacement or reblocking.
- Heating equipment & air conditioning – replacement of fixed items assessed as non repairable or beyond serviceable life.
- Hot Water Systems - replacement.
- Internal Lining – Full Replacement.
- Paths/Paved areas – replacement.
- Roof Cladding – Full Replacement and major repairs.
- Septic systems – replacement.
- Structural defects (major).

Note: Any maintenance items not identified in either (1) or (2) above will be the subject of discussion and agreement between the Wellington Shire Council and the Committee.

EXTRACT FROM THE LOCAL GOVERNMENT ACT, SECTIONS 86, 87, 89 AND 90. - SPECIAL COMMITTEES OF COUNCIL.

86. Special committees of the Council

- (1) In addition to any advisory committees that a Council may establish, a Council may establish one or more special committees of the following:
 - (a) Councillors;
 - (b) Council staff;
 - (c) other persons;
 - (d) any combination of persons referred to in paragraphs (a), (b) and (c).
- (2) A Council may appoint members to a special committee and may at any time remove a member from a special committee.
- (3) Except as provided in sub-section (4), a Council may by instrument of delegation delegate any of its functions, duties or powers under this or any other Act to a special committee.
- (4) A Council cannot delegate to a committee the following powers—
 - (a) this power of delegation;
 - (b) to declare a rate or charge;
 - (c) to borrow money;
 - (d) to enter into contracts for an amount exceeding an amount previously determined by the Council;
 - (e) to incur any expenditure exceeding an amount previously determined by the Council;
 - (f) any prescribed power.
- (5) A Council may require a special Committee to report to the Council at intervals determined by the Council.
- (6) The Council must review any delegations to a special committee in force under this section within the period of 12 months after a general election.
- (7) A committee that exercises a power, or performs a duty or function, of the Council that has been delegated to that committee under any Act is a special committee for the purposes of this Act.

87. Special committee meetings

- (1) The Council must keep a register of delegations to special committees.
- (2) The Council may appoint a Chairperson for a special committee.
- (3) If the Council has not appointed a Chairperson under subsection (2), the members of a special committee must appoint a Chairperson.
- (4) If the Chairperson is not present at a meeting of a special committee the members must appoint a Chairperson for that meeting.
- (5) A meeting of a special committee must be held at a time and place determined by the special committee.
- (6) If the special committee has not appointed a time and place for a meeting under subsection (5), the Chairperson, or if the Chairperson is incapable of doing so, the Council, must fix the time and place of the next meeting.
- (7) Until approved by the Council a decision of a special committee which does not relate to a matter delegated to the special committee cannot be given effect to.
- (8) A Council may specify in the instrument of delegation that a member of a special committee who is a member of the public or of Council staff does not have voting rights on the special committee.

89. Meetings to be open to the public

- (1) Unless sub-section (2) applies, any meeting of a Council or a special committee must be open to members of the public.
- (2) A Council or special committee may resolve that the meeting be closed to members of the public if the meeting is discussing any of the following—
 - (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;
 - (i) a resolution to close the meeting to members of the public.
- (3) If a Council or special committee resolves to close a meeting to members of the public the reason must be recorded in the minutes of the meeting.
- (4) Unless subsection (4A) applies, a Council must at least 7 days before the holding of—
- (a) an ordinary council meeting; or
 - (b) a special council meeting; or
 - (c) a meeting of a special committee comprised solely of Councillors— give public notice of the meeting.
- (4A) If urgent or extraordinary circumstances prevent a Council from complying with subsection (4), the Council must—
- (a) give such public notice as is practicable; and
 - (b) specify the urgent or extraordinary circumstances which prevented the Council from complying with subsection (4) in the minutes.
- (5) The Chairperson of a special committee that is not comprised solely of Councillors must provide reasonable notice to the public of meetings of the special committee.

90. Voting

- (1) A question before a meeting of a Council or special committee is to be determined as follows—
- (a) each Councillor present at a meeting of the Council and each member of a special committee present at a meeting of the special committee who is entitled to vote is entitled to one vote;
 - (b) unless otherwise prohibited by this Act, each Councillor or member of the special committee present must vote;
 - (c) unless the procedures of a Council or special Committee otherwise provide, voting must be by a show of hands;
 - (ca) voting at a meeting that is open to members of the public must not be in secret;
 - (d) the question is determined by a majority of the votes;
 - (e) subject to sub-section (2), if there is an equality of votes the Chairperson has a second vote.
- (2) If there is an equality of votes on a question arising under section 71(1), 87(2), 87(3), 88(3) or 88(4), the matter is to be determined by lot.

ITEM C5.5**ESSO BHP BILLITON WELLINGTON ENTERTAINMENT CENTRE
ADVISORY GROUP MINUTES**

DIVISION: LIVEABILITY
ACTION OFFICER: MANAGER ARTS AND CULTURE
DATE: 5 AUGUST 2014

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

OBJECTIVE

To receive the minutes from the Esso BHP Billiton Wellington Entertainment Centre Advisory Group meeting held on 4 June 2014.

BACKGROUND

The Esso BHP Billiton Wellington Entertainment Centre Advisory Group is a Committee of Council that meets on a quarterly basis. The membership of the Esso BHP Billiton Wellington Entertainment Centre Advisory Group includes one Councillor representative, seven community members, and the Entertainment Centre Manager (ex-officio).

As provided under the Committee's Instrument of Delegation approved on 18 February 2014, the objectives and Terms of Reference of the Committee are to provide advice to the Wellington Shire Council representing equally and fairly the views, requirements and aspirations of the Centre in relation to:

- Advise Council on policies for the management and promotion of the performing arts in the Wellington Shire, in particular in relation to the Centre but also on other matters as designated by the Council.
- Develop and encourage community participation in, and utilisation of, the Centre and to assist with promoting the Centre's events and facilities to patrons and hirers.
- Advise the Entertainment Centre Manager of the Centre regarding the engagement of performances and events within the Centre's product mix.
- Liaise with the Council's art gallery and promote cooperation between the Centre and other cultural services of Council.
- Utilise networks to obtain support for the Centre, both financial and non-financial, and to assist with philanthropic support of those activities.

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

OPTIONS

Council has the following options:

1. Receive the minutes from the Esso BHP Billiton Wellington Entertainment Centre Advisory Group meeting held on 4 June 2014; or
2. Request additional information and receive the minutes from the Esso BHP Billiton Wellington Entertainment Centre Advisory Group meeting held on 4 June 2014 at a future Council meeting.

PROPOSAL

To receive the minutes from the Esso BHP Billiton Wellington Entertainment Centre Advisory Group meeting held on 4 June 2014.

CONFLICT OF INTEREST

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

COUNCIL POLICY IMPACT

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

PUBLIC QUESTIONS AND COMMENTS FROM THE GALLERY

RECOMMENDATION

That Council receive the minutes of the Esso BHP Billiton Wellington Entertainment Centre Advisory Group meeting held on 4 June 2014.



Advisory Group

Minutes

Wednesday June 4th 2014 6:00PM

Equus

Item	
Open meeting	6:00pm
Record attendance	Stephen Dwyer (Chair), Cr Carolyn Crossley, Robyn McLennan, Deirdre Relph, Don Carmichael, Andrew Thomson, Brendan Peters, Sharon Macgowan, Stephen Dempsey
1. Apologies	Cr Scott Rossetti, Brian Teese, Leah Hannam, Jo Clancy
2. Conflict of Interest	No conflicts
3. Approval of Previous Minutes	Motion to accept minutes of previous meeting as true and correct. <i>Moved:</i> Stephen Dwyer, <i>Seconded</i> Don Carmichael
4. Business Arising	<p>1. Trial of Drinks in Theatre until Dec 2014</p> <p>Don expressed concern over the upkeep of the theatre with the introduction of drinks inside. Caroline moved that we continue the trial with improved signage and better communication to patrons about the new policy and then re-assess at the end of the Season. <i>Seconded</i> by Robyn.</p> <p>2. Monitor use of electrical equipment in the theatre</p> <p>Improved Signage that can be performance specific and increased monitoring by FOH staff to be actioned in training.</p> <p>3. Radio – Marketing Gippsland wide</p> <p>Andrew to assist with marketing report of Gippsland wide 'What's On' to Barry Whitehead.</p>
5. General Business	<p>1. Theatre Gippsland (Andrew Thomson)</p> <p>A successful grant application for \$30,000 will result in</p>

<p><i>General Business cont'd</i></p>	<p>Theatre Gippsland being branded, and benefits of Membership becoming Gippsland Wide and multi-venue shows being purchased at a better price.</p> <p>2. VAPAC Executive (Andrew Thomson)</p> <p>Andrew is now on the Executive Board which gives Gippsland a strong representation on this Victoria Wide organisation. VAPAC coordinates Professional Development, exposure of upcoming shows for sale and have developed a new app which will assist digital marketing state wide.</p> <p>3. Food in the Theatre (Don Carmichael)</p> <p>It was agreed that hot food should never be allowed in the theatre. The trial of drinks will continue and be monitored.</p> <p>4. Equus Bar (Andrew)</p> <p>Bar service during a show is too slow. This should improve with the bar renovation. To be re-assessed after the changes and also pre-ordered drinks considered. Andrew to speak with Donna and report back on any other suggestions / developments in regards to this and the purchase of plastic cups for use inside the theatre.</p>
<p>6. Other matters</p>	<p>1. Ticket Sales</p> <p>Andrew outlined the trend of growth and explained the cost vs. profit margin. We are aiming towards less shows with more attendance. With four very special 'can't miss' plays for 2015. The value of the theatre was discussed as a community hub and increased ownership by the community and partners. Sale College will return this year and the cultural value is acknowledged and a major contribution to the success of the theatre.</p> <p>2. Marketing Conference</p> <p>Sharon was approved for a grant, allowing her to attend a Marketing Conference in Tasmania this year.</p>
<p>Meeting Closed</p> <p>Next meeting</p>	<p>7:09 pm</p> <p>Wednesday August 20th 2014 – 6:00 PM</p>

Please call 5142 3200 or email andrew.thomson@wellington.vic.gov.au to RSVP.

ITEM C5.6**GIPPSLAND ART GALLERY ADVISORY GROUP MINUTES**

DIVISION: LIVEABILITY
ACTION OFFICER: MANAGER ARTS AND CULTURE
DATE: 5 AUGUST 2014

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

OBJECTIVE

To receive the minutes from the Gippsland Art Gallery Advisory Group meeting held on 2 June 2014.

BACKGROUND

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

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

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

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

OPTIONS

Council has the following options:

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

PROPOSAL

To receive the minutes from the Gippsland Art Gallery Advisory Group meeting held on 2 June 2014.

CONFLICT OF INTEREST

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

COUNCIL POLICY IMPACT

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

PUBLIC QUESTIONS AND COMMENTS FROM THE GALLERY

RECOMMENDATION

That Council receive the minutes of the Gippsland Art Gallery Advisory Group meeting held on 2 June 2014.

**GIPPSLAND ART GALLERY
ADVISORY GROUP MEETING
GALLERY LIBRARY
Monday 2 June 2014
6:00pm Library/Meeting Room**

MINUTES

1. Opening of meeting, welcome of visitors and attendance

1.1 Present:

Brian Castles (Acting Chair), Cr Emilie Davine, Clive Murray-White, Brian Cantwell, Louise Van Kuyk

1.2 In attendance:

Anton Vardy (Director), Simon Gregg (Curator), Stephen Dempsey (Minute secretary)

1.3 Apologies:

Robbie Aitken, Rob Ziffer and Claire Marston

1.4 Assembly of Councillors and Staff Conflict of Interest Declaration:

Completed by Anton Vardy

2. Minutes of the previous meeting Monday 7 April 2014

Moved: Clive Murray-White **Seconded:** Cr Emile Davine

3. Business Arising

3.1 The Director invited the group to view the recently acquired work approved at the previous meeting:

PEITER BRUEGHEL THE ELDER

Born Bree, (Belgium) 1525. Died 1569 Brussels (Belgium)

LARGE ALPINE LANDSCAPE

Circa 1555-56

Etching and engraving

36.8 x 46.8cm

\$10,802.00 Masterworks Fine Art, Oakland, California USA by generous offer of donation by Gippsland Art Gallery Patron Mr John Leslie OBE.

The Director and Curator took the work to the home of Mr John Leslie OBE for a private viewing, and left a copy of a book on the work of the artist with the 'Large Alpine Landscape' bookmarked.

3.2 Public Art proposals

The Director had contacted Tim Rowe Manager Natural Environment and Parks and Deb Milligan Regional Arts Development Officer. There were no Public Art proposals at this time.

4. Reports

4.1 Director's Report

As distributed

4.2 Gallery Society Report

No report at this time

- 4.3 **Chairman's Report**
No report at this time

5. General Business

5.1 **Planning and monitoring of programs, events and activities in the Art Gallery**

The Director listed the exhibition schedule until 1 February 2015, at which time the Gallery will close in its current location for redevelopment and move to a temporary facility at the Port of Sale Business Centre. An exhibition space of 247.5 sq.m was planned along with an education area of 45.9 sq.m. Nick Baker at Arts Victoria had been consulted about the relocation to the temporary facility and understands that we would not be operating a full program during the redevelopment, but would be maintaining the education program.

Two new staff members had been recruited to operate the Gallery on alternate weekends. Chantel Henderson and Nicole Richardson have been in for training and will begin this coming weekend.

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

The Gallery Guides took their annual bus trip to the National Gallery of Victoria on Monday 2 June for a training session with the coordinator of the NGV guiding program and a visit to the Melbourne Winter Masterpieces exhibition Italian Masterpieces from Spain's Royal Court, Museo del Prado.

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

PROPOSED ACQUISITIONS:

TWINING, Elizabeth

Great Britain 1805-1889

The Protea Tribe, 1849. Hand coloured lithograph

48 x 33.33cm

\$1,091 (ex GST) Sebra Prints, Melbourne.

Requesting assistance from the Gippsland Art Gallery Society

SHAW, Kate

Born Australia 1969

Milford Sound, 2013. Oil and resin on board

60 x 90cm

Donation by the artist through the Cultural Gifts Program

Estimated value \$8,000

ROSA, Salvator

Italy 1615 – 1673

St Albert, The Companion of St William, circa 1661

Etching and drypoint on paper

34.8 x 22.6cm (plate)

58.4 x 43.7cm (framed)

Donation from the Estate of Alfred Andrews

Estimated value \$2,000 - \$3,000

SCHMEISSER, Jorg

Germany 1942 - 2012

Rosedale Beach, 2002

Soft-ground etching and aquatint from two plates

16.4 x 19.8cm (plate)

35.6 x 39.2 cm (sheet)

Donation by Keiko Amenomori-Schmeisser

Moved: Louise Van Kuyk. **Seconded:** Cr Emilie Davine

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

Minutes of the Port of Sale Cultural Hub Steering Group meeting of 15 April 2014 were tabled. The Advisory Group indicated in discussion that they wished to provide input when the architect was appointed.

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

No collection issues discussed.

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

No policy issues discussed.

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

The Gallery Society dinner/lecture at the Criterion Hotel on 22 June with NGV Curator of International Art Laurie Benson in conjunction with Melbourne Winter Masterpieces exhibition Italian Masterpieces from Spain's Royal Court, Museo del Prado raised \$1200 for the Gallery Society.

Meeting Closed: 6.40pm

Next Meeting

Monday 4 August 2014 at 6:00pm

Gippsland Art Gallery

Library/Meeting Room



D. URGENT BUSINESS



E. FURTHER GALLERY AND CHAT ROOM COMMENTS



G. IN CLOSED SESSION

G. IN CLOSED SESSION

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

- a) personnel matters*



WELLINGTON
SHIRE COUNCIL

The Heart of Gippsland

**ORDINARY COUNCIL MEETING
5 AUGUST 2014**

On this 8 day of July 2014, in accordance with Section 77 Clause (2)(c) of the *Local Government Act 1989*; I, Elizabeth Collins (Delegate) declare that the information contained in the attached document **CITY MEMBERSHIP – RACV CITY CLUB** is confidential because it relates to the following grounds under Section 89(2) of the *Local Government Act 1989*:

- a) personnel matters

E. Collins

.....
General Manager Governance (Delegate)



**ORDINARY COUNCIL MEETING
5 AUGUST 2014**

On this 21 day of July 2014, in accordance with Section 77 Clause (2)(c) of the *Local Government Act 1989*; I, Elizabeth Collins (Delegate) declare that the information contained in the attached document **CEO PERFORMANCE REVIEW AND KEY RESULT AREAS** is confidential because it relates to the following grounds under Section 89(2) of the *Local Government Act 1989*:

a) personnel matters

E. Collins

.....
General Manager Governance (Delegate)