



WELLINGTON

SHIRE COUNCIL

The Heart of Gippsland

**REGISTER OF
COUNCIL ADVISORY COMMITTEES,
COMMUNITY ASSET COMMITTEES
AND COMMITTEES OF OTHER
ORGANISATIONS (DELEGATES)**

2023/2024

REGISTER OF COUNCIL ADVISORY COMMITTEES, COMMUNITY ASSET COMMITTEES AND COMMITTEES OF OTHER ORGANISATIONS (DELEGATES) 2023/24

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SECTION 1: COUNCIL MEETINGS

Purpose:

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

Members:

Mayor and all Councillors

Schedule:

Ordinary Meetings: As per Council approved Council Meeting schedule

Unscheduled Meetings: As required

SECTION 2: COUNCIL ADVISORY COMMITTEES

COUNCIL ADVISORY COMMITTEES/MEETINGS			
<p><i>Council has established Advisory Committees to assist Council and the community in a number of areas. Advisory Committees consist of community members, Council officers and Councillors. They provide advice on a range of issues including projects, planning, policy, resource planning, disability and community access, community amenity and many other strategic community issues. These Committees have no other authority or purpose other than to give information or advice to Council to assist it in its ultimate decision making role. The Mayor may attend any meeting.</i></p>			
NAME	DESIGNATED REPORTING OFFICER	SCHEDULE	CURRENT COUNCILLOR/S
<p>Aqua Energy Redevelopment – Project Reference Group</p> <p><i>Purpose: To implement community engagement, planning and review processes for the Aqua Energy Redevelopment Project, providing a forum for information to stakeholders in terms of project progress.</i></p>	Manager Leisure Services	As required. Changing between Monthly and Bi-Monthly	<p>Councillor Tatterson Councillor Bye</p>
<p>Audit & Risk Committee</p> <p><i>Purpose: To assist Council in the effective conduct of its responsibilities for financial and non-financial reporting and performance, management of risk, information services governance, maintaining a reliable system of internal controls and facilitating the organisation's ethical development.</i></p> <p><i>* Remuneration applies to independent members (non-Council)</i></p>	General Manager Corporate Services	Meets at least quarterly, with extra meetings scheduled if needed	<p>Councillor Stephens Councillor Maher Councillor McKenzie (alternate)</p>
<p>CEO Employment and Remuneration Committee</p> <p><i>Purpose: To oversee the review of the CEO's performance as per the terms and conditions of the contract of employment.</i></p> <p><i>* The CEO Employment and Remuneration Committee must include at least the Mayor, previous Mayor or Chair of Remuneration Committee. Or in event of a new Council being elected, the Committee will include the Mayor, Deputy Mayor and Remuneration Committee Chair.</i></p>	General Manager Corporate Services	As required	<p>Mayor - Councillor Bye Councillor Maher Councillor Stephens</p>
<p>Gippsland Art Gallery Advisory Group</p> <p><i>Purpose: To provide input to the Council on the operation, policy development and future planning of Gippsland Art Gallery.</i></p>	Manager Arts and Culture	1 st Monday at 5:00pm; March, June, September and December	<p>Councillor Crossley Councillor Rossetti (alternate)</p>

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NAME	DESIGNATED REPORTING OFFICER	SCHEDULE	CURRENT COUNCILLOR/S
Gippsland Regional Sports Complex User Group Committee <i>Purpose: To provide advice, information, and feedback in relation to operational, maintenance and use of Gippsland Regional Sports Complex. Also, to share information with other users of the Gippsland Regional Sports Complex.</i>	GRSC Operations Leader	<i>Bi-Annually, Term 2 and Term 4 , usually a Wednesday at 6:00pm</i>	Councillor Tatterson Councillor Bye (alternate)
Place Names Committee <i>Purpose: Make recommendations to Council on naming issues.</i>	Manager Assets and Projects	3 rd Tuesday every three (3) months	Councillor Maher Councillor Rossetti Councillor Crossley
Port of Sale Masterplan Implementation Steering Committee <i>Purpose: To facilitate the coordinated implementation of the key elements of the Port of Sale Masterplan (September 2021).</i>	General Manager Development	As required	Councillor Bye Councillor Crossley Councillor Wood
Remuneration Committee <i>Purpose: To monitor and review Councillor expenses, Councillor allowances in line with the Victorian Independent Remuneration Tribunal determinations for adjustments, Enterprise Bargaining Agreements and any other related matters that may arise.</i> <i>* The Remuneration Committee is chaired by the Mayor, and must include two other Councillors on the committee</i>	General Manager Corporate Services	Quarterly or more frequently if required	Mayor - Councillor Bye Councillor Tatterson Councillor McKenzie
Strategic Land Use Planning Project Review Group <i>Purpose: To provide local Councillor input into and review the range of current strategic planning projects and Planning Scheme Amendments.</i>	Manager Land Use Planning	Quarterly or additional meetings scheduled if required	Councillor Bye Councillor Maher Councillor Tatterson
The Wedge Advisory Group <i>Purpose: To provide input to the Council on the operation, policy development and future planning of The Wedge performing arts centre, with current focus on the redevelopment of the centre.</i>	Manager Arts and Culture	Quarterly, usually 3 rd Wednesday at 6:00pm; February, May, August and November	Councillor Bye Councillor Rossetti Councillor Crossley Councillor Tatterson (alternate)

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NAME	DESIGNATED REPORTING OFFICER	SCHEDULE	CURRENT COUNCILLOR/S
Wellington Disability Advisory Committee <i>Purpose: To provide advice to Wellington Shire Council on matters relating to access and inclusion for people living with a disability</i>	Positive Ageing and Disability Partnerships Officer	Four formal meetings a year	Councillor Crossley Councillor Wood (alternate)
Wellington Youth Service Network (WYSN) <i>Purpose: To optimise the quality of life of all young people within the Wellington Shire.</i>	Youth Liaison Coordinator	Two face-to-face meetings per year and seven online meetings.	Councillor Wood
Wellington Shire Youth Council <i>Purpose: To develop and deliver projects and campaigns, and advocate for young people in Wellington</i>	Youth Project Officer – FreeZA Youth Liaison Coordinator	Fortnightly	Councillor Crossley Councillor Wood (alternate)

SECTION 3: COMMUNITY ASSET COMMITTEES (VOLUNTARY APPOINTMENT)

COMMUNITY ASSET COMMITTEES <i>Under section 65 of the Local Government Act 2020 the Council may establish one or more Community Asset Committees, made up of any combination of Councillors, Council Officers and community members or organisations as determined by Council.</i>			
NAME	DESIGNATED REPORTING OFFICER	SCHEDULE	CURRENT COUNCILLOR/S
Briagolong Recreation Reserve Committee <i>Purpose: To protect, promote and develop the Briagolong Recreation Reserve.</i>	Coordinator Community Committees	3 rd Monday monthly Briagolong Recreation Reserve	No current Councillor appointed
Cameron Sporting Complex Committee <i>Purpose: To protect, promote and develop the Cameron Sporting Complex, Maffra</i>	Coordinator Community Committees	3 rd Thursday bi-monthly Cameron Sporting Complex	Councillor Tatterson
Gordon Street Reserve Committee <i>Purpose: To protect, promote and develop the Gordon Street Reserve.</i>	Coordinator Community Committees	1 st Monday of every third month Gordon Street Recreation Reserve	Councillor Ripper
Maffra Recreation Reserve Committee <i>Purpose: To protect, promote and develop the Maffra Recreation Reserve.</i>	Coordinator Community Committees	1 st Monday monthly Maffra Recreation Reserve Meeting Room	Councillor Ripper
Newry Recreation Reserve Committee <i>Purpose: To protect, promote and develop the Newry Recreation Reserve.</i>	Coordinator Community Committees	3 rd Monday quarterly (February, May, August and November)	Councillor Ripper

SECTION 4: OTHER GROUPS AND COMMITTEES

OTHER GROUPS AND COMMITTEES		
<i>These groups are subject to formal Council approval processes.</i>		
NAME	SCHEDULE	CURRENT COUNCILLOR/S
Wellington Shire Municipal Emergency Management Planning Committee (MEMPC) <i>To develop, implement, maintain and monitor a Municipal Emergency Management Plan in accordance with the Emergency Management Legislation Amendment Act 2018.</i> <i>Council CEO is required to chair, or nominate a Council officer to chair, this committee.</i>	Quarterly	Councillor Wood Councillor Crossley (alternate)
Business Boost Reference Group (Business Recovery Sub-committee) <i>Purpose: To provide a forum for representatives of the business community and Council to provide feedback and input relating to economic development across Wellington Shire.</i>	Online meetings held approximately every 6 to 8 weeks. Meetings are usually held from 7:30 to 8:30am	Councillor Maher Councillor Wood
Wellington Renewable Energy Forum <i>Purpose: To demonstrate support and provide input to the Renewable Energy projects and proposals in Wellington Shire.</i>	Bi-monthly meetings Meetings are held Tuesdays 2:00-3:30pm	Councillor Bye Councillor Crossley Councillor Stephens Councillor McKenzie Councillor Maher Any Councillors that wish to attend
Sale Performance Space Fundraising Committee <i>Purpose: To maintain a public fund into which the public may contribute towards the construction, maintenance, upgrade and expansion of Council owned cultural spaces, facilities and equipment.</i>	As required	Cr Crossley

SECTION 5: COMMITTEES OF OTHER ORGANISATIONS (DELEGATES)

COMMITTEES OF OTHER ORGANISATIONS (DELEGATES)		
<i>Councillors are often requested or required to represent Council via participation on Committees formed by other organisations.</i>		
NAME	SCHEDULE	CURRENT COUNCILLOR/S
Gippsland Climate Change Network Incorporated <i>Purpose: To provide Gippsland, at an individual and organizational level; information, consultation, and facilitation to enable action on climate change, whilst also providing a voice for Gippsland on climate change issues.</i>	1 st Monday from 10:00am – 1:00pm of each month unless otherwise noted	Councillor Crossley
Municipal Association of Victoria (MAV) <i>Purpose: The legislated peak body for local government in Victoria.</i>	Monthly meetings and as required	Councillor Rossetti Councillor Tatterson (alternate)
South East Australian Transport Strategy (SEATS) <i>Purpose: Integrated transport strategy for South East Australia. Includes representatives of municipalities and other organisations from Dandenong to Wollongong.</i>	Quarterly, 2 nd Thursday and Friday (February, May, August, November) Meeting venue rotates between VIC, ACT and NSW	Councillor Tatterson
National Timber Council Association Inc <i>Purpose: To pursue a variety of issues relevant to local governments that have forest industries/timber issues with the Federal Government.</i>	Quarterly teleconferences Twice yearly in person at the ALGA Conference and Annual Meeting in November	<i>No current Councillor delegate</i>
Timber Towns Victoria <i>Purpose: To pursue a variety of issues relevant to local governments which have forest industries in Victoria and keep abreast of the issues and trends in forestry development that may have an impact upon rural communities.</i>	2 nd Friday each month (Executive) 2 nd Friday bi-monthly (Ordinary Members)	<i>No current Councillor delegate</i>