

<b>REPORT TO</b>	Council Meeting	<b>ITEM NO. 2.3</b>
<b>MEETING DATE</b>	Tuesday, 11 June, 2013	
<b>SUBJECT</b>	<b>Mornington Peninsula Friends of Lospalos – Update and Proposed Visit to Timor Leste</b>	
<b>PREPARED BY</b>	Linda Wimetal, Community Liaison Officer	
<b>AUTHORISED BY</b>	Director – Sustainable Communities	
<b>FILE NO.</b>	09-002833	
<b>ATTACHMENT(S)</b>	YES	

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***Addendum – Additional Report  
(Brought Forward from 24 June)  
Circulated Tuesday, 4 June, 2013***

**PURPOSE**

The purpose of this report is to receive the Minutes of the Annual General Meetings (AGM) of the Mornington Peninsula Friends of Lospalos Timor Leste (previously known as East Timor) Special Committee, held on 10 May, 2012 and 16 May, 2013, and to endorse the appointment of the Executive Committee as detailed in the report.

In addition, the report details the amended Instrument of Delegation as well as a proposed visit to Lospalos by the Mornington Peninsula Friends of Lospalos Committee, scheduled for August 2013, and seeks approval for Cr. Tim Rodgers and three staff members to attend.

**BACKGROUND**

The Shire, together with the Mornington Peninsula community, has had a friendship relationship with the people of Lospalos in East Timor (now Timor Leste) since 2000. The friendship relationship was formally reaffirmed by Council in May 2000, May 2002 and in October 2004 as a Section 86 Committee. A Memorandum of Understanding was signed by all parties in 2008.

The Section 86 Committee is provided with some in kind support, generally of an administrative nature through the Director – Sustainable Communities, and Ms. Linda Wimetal, Community Liaison Officer. This support relates to assistance with meetings, advocacy on behalf of the friendship group and the provision of rooms for meetings, fundraising efforts and special events.

The current Committee consists of community volunteers, with Cr. Tim Rodgers appointed as the Chairperson and Council representative and Cr. Graham Pittock appointed as the substitute representative. The Committee is essentially a ‘Community to Community’ Committee with its focus being community development in Timor Leste and with an additional focus on health, literacy and education.

The current Instrument of Delegation under which the Committee operates, requires that following the AGM of the Committee a report be provided to the Shire. Attached to this report are the following documents:

- Minutes of the 2012 AGM held 10 May, 2012 (Attachment 1);

**BACKGROUND (CONT'D)**

- The 2012 Financial Report for the period 1 April, 2011 to 31 March, 2012 (Attachment 2);
- Chairperson’s 2012 report; (Attachment 3);
- Minutes of the 2013 AGM held 16 May, 2013 (Attachment 4);
- The 2013 Financial Report for the period 1 April, 2013 to 31 March, 2013 (Attachment 5);
- Chairperson’s 2013 report (Attachment 6); and
- Amended Instrument of Delegation (Attachment 7).

**Election of the Friends of Lospalos Executive Section 86 Committee**

Positions on the Committee are declared vacant at the AGM and nominations called for. There were six positions for Executive places allocated. The Executive were declared elected and consisted of the following.

	<b>2012</b>	<b>2013</b>
Chairperson	Cr. Tim Rodgers	Cr. Tim Rodgers
Deputy Chairperson	Ms. Susan Blackburn	Ms. Susan Blackburn
Secretary	Ms. Barbara Godfrey	Ms. Barbara Godfrey
Treasurer	Ms. Linda Wimetal	Ms. Linda Wimetal
Fundraising Convenor	Ms. Jenny Arms	Ms. Jenny Arms
Executive Members	Ms. Cate Macmillan Ms. Michelle Coates Ms. Katie McKenzie Ms. Tricia Olsen	Mr. Geoff Carson Ms. Barbara Lester Ms. Tricia Olsen Ms. Katie McKenzie Ms. Cate Macmillan

The Committees have requested that the Minutes of the AGM and associated documents be formally placed before Council pursuant to the Instrument of Delegation and appointment of the Committee.

**Instrument of Delegation**

An amended Instrument of Delegation is attached which primarily clarifies terminology, for example, consistent spelling of Lospalos and referring to East Timor as Timor Leste. The proposed changes to Clauses 4(iv) and (v) refer to increasing contracts and expenditure from \$5,000 to \$10,000. This will allow funding of current obligations for Timor Leste community projects, including funding for young people to attend teachers college. These are community funds, not Shire funds.

**BACKGROUND (CONT'D)**

**Proposed Visit to Lospalos**

On 9 May, 2013 at the opening night of the Human Rights Arts and Film Festival, ‘Alias Ruby Blade’ was screened, a documentary about Xanana Gusmao’s wife during the time she was an underground operative for the Timorese resistance. Following the screening, a question and answer session was held with Xanana Gusmao. When asked about the decentralisation of Timor Leste, Xanana responded:

“ *We appreciate very much the people to people relationship, and people to people co-operations. I hope and I am confident that now, organisations like yours (Mornington Peninsula Shire) will have a better framework to play a role ... In this I ask you (to questioner, Cr. Tim Rodgers), go and help us, to build a new culture, to build a new mentality, because we need..we need a new generation of hard workers, a new generation that can be like, creative, have initiative to do this and do that, because..we will need..we will need you all to go (gestures to whole crowd), in different places; bring something. Bring a new mentality and we will appreciate very much.*”

The purpose of the proposed visit to Lospalos is to strengthen the links of friendship between the two regions by consultation and planning for the next 10 year phase of the friendship relationship with the Lospalos Community Commission and local authorities. The visit will commence 21 August, 2013 for the duration of 12 days in Timor Leste.

All participants will gain new insights and ideas to help guide the friendship group’s future activities with a special emphasis on health, literacy and education and the transition to democratically elected municipal government in Lospalos. These key priority areas are also identified in the Timor Leste Strategic Development Plan 2011-2030.

Expressions of interest were sought from the membership of the Friends of Lospalos Committee and Executive. Ten local residents with relevant skills have confirmed their attendance and have agreed to self fund their travel and accommodation at a cost of approximately \$2,500 each – a total community commitment of \$25,000.

In order to support a delegation of this size and significance, this report recommends that Council consider supporting the attendance of Cr. Tim Rodgers as Chairperson of the Friends of Lospalos Committee and Ms. Linda Wimetel, Community Liaison Officer as organiser of the visit. Ms. Wimetel has been to Timor Leste on many occasions and has knowledge of the language and contacts to facilitate a visit.

Should Council determine to approve Cr. Rodgers’ request, the cost of attendance is estimated to be \$2,500 which will be from Cr. Rodgers’ Conference and Seminars account. Cr. Rodgers has sufficient funds available in his Conference and Seminar budget.

In addition, the delegation would be strengthened by the addition of two Council staff from the Sustainable Communities Directorate with expertise in community development and literacy development. This could occur as a professional development activity on a staff time release basis with the staff contributing their own travel and accommodation costs.

On return it is anticipated that a report, presentation and a Strategic Plan be presented to Council in due course which reflects the needs and desires of the people of Lospalos and their friends in Mornington Peninsula.

### OFFICER DIRECT OR INDIRECT INTEREST

No person involved in the preparation of this report has a direct or indirect interest requiring disclosure.

### CONCLUSION

The Mornington Peninsula Friends of Lospalos Timor Leste Special Committee has fulfilled its obligation as a Special Committee appointed by Council under Section 86 of the *Local Government Act 1989*, by holding its AGM and forwarding minutes and associated documents to Council.

The consultation visit is a great opportunity for Council to further the friendship on the ground and plan together with the Lospalos local authorities and community leadership for the next phase of the relationship. It also cements the Shire's credentials in relation to our obligations under the Human Rights Charter legislation. It builds on evidence of our commitment to Human Rights including Social Planning and Community Development being represented on the local government working group reporting to the Equal Opportunity and Human Rights Commissioner. In effect, it broadens our role to one as 'leading by example' in the local government field.

The visit provides a group of Mornington Peninsula supporters and volunteers with a unique opportunity to learn and experience the realities of life in Lospalos, which will inform future fundraising activities and community development for Lospalos.

### RECOMMENDATION

1. That Council endorses the appointment of the Executive Committee as detailed in the report.
2. That Cr. Tim Rodgers' attendance in Timor Leste, as Council representative and Chairperson of the Friends of Lospalos, from 21 August to 2 September, 2013 be a matter for Council to determine, noting that the attendance meets Council's Policy requirements.
3. That attendance by two Council staff, to be nominated by Mr. Rob Macindoe, Director – Sustainable Communities, in Timor Leste from 21 August to 2 September, 2013 on a staff time release basis, be a matter for Council to determine.
4. That Ms. Linda Wimetal's attendance in Timor Leste, to support Council representatives with her knowledge of the language and contacts to facilitate the visit from 21 August to 2 September, 2013 be a matter for Council to determine.
5. That the Instrument of Delegation (Attachment 7) be approved and:
  - A. The members of the Mornington Peninsula Friends of Lospalos Section 86 Committee referred to in the Instrument be appointed and authorised as set out in the Instrument;
  - B. That the Common Seal of the Council be affixed to the Instrument of Delegation and be signed by authorised officers; and
  - C. That the Instrument of Delegation comes into force immediately the Common Seal is affixed, and will remain in force until Council determines to vary or revoke it.

**COUNCIL DECISION**

**Moved:** Cr. Shaw  
**Seconded:** Cr. Fraser

1. That Council endorses the appointment of the Executive Committee as detailed in the report.
2. That Cr. Tim Rodgers' attendance in Timor Leste, as Council representative and Chairperson of the Friends of Lospalos, from 21 August to 2 September, 2013 be approved noting that the attendance meets Council's Policy requirements and the cost of attendance will be from the Councillor's Conference and Seminars Delegates account.
3. That attendance by two Council officers with experience and skills in literacy and community development to be nominated by the Director – Sustainable Communities, in Timor Leste from 21 August to 2 September, 2013, be approved with special paid leave subject to those officers covering their own travel, accommodation and out of pocket expenses.
4. That Ms. Linda Wimetal's attendance in Timor Leste, to support Council representatives with her knowledge of the language and contacts to facilitate the visit from 21 August to 2 September, 2013 be approved.
5. That the Instrument of Delegation (Attachment 7) be approved and:
  - A. The members of the Mornington Peninsula Friends of Lospalos Section 86 Committee referred to in the Instrument be appointed and authorised as set out in the Instrument;
  - B. That the Common Seal of the Council be affixed to the Instrument of Delegation and be signed by authorised officers; and
  - C. That the Instrument of Delegation comes into force immediately the Common Seal is affixed, and will remain in force until Council determines to vary or revoke it.

**Part B**

That the 'Strategic Plan' to be prepared by the delegation to determine the future priorities and activities of the Mornington Peninsula Friends of Lospalos be made available to Council and on Council's website with a link to the Friends of Lospalos website.

**Carried**

**Friends of Lospalos Annual General Meeting  
Thursday May 10<sup>th</sup> 2012 7:00 pm  
Mornington Peninsula Shire Office  
Queen Street, Mornington.**

**MINUTES**

		<b>Action</b>
1.	<p><b>Present:</b> As per sheet.</p> <p><b>Apologies:</b> Cr Bev Colomb, Eunice Wright, Patricia Ball, Jeff Weir, Geoff Carson, Bev &amp; Geoff Abbott, Kaye Mackay</p> <p><b>Minutes:</b> Tric Olsen</p> <p><b>Chair:</b> Cr. Tim Rodgers</p>	
2.	<p><b>Acceptance of Minutes of Previous AGM</b></p> <p><b>Moved:</b> Cate Macmillan <b>2nded:</b> Susan Blackburn</p>	<i>Carried</i>
3.	<p><b>Business arising</b></p> <p><b>AVI Progress</b> – A meeting will be held with Australian Volunteers International in late May to ascertain how we can in future avert the misunderstanding which occurred with the appointment of Peter and Trish Sibley.</p> <p><b>ATFN Observers Timor Elections 2012</b> - Tim Rodgers and Linda Wimetal are going in July to East Timor to act as observers for the Parliamentary election and will go to Lospalos to meet with the Commission members.</p>	
4.	<p><b>Treasurers Report</b> Linda presented her spread sheet outlining all expenses and income. We have sponsored one teacher at The Marist Teacher Training College in Baucau who has now graduated and we are presently supporting 6 other students at this college. We helped fund the Youth Forum which was held in Lospalos, which Barb Godfrey presented a paper, and helped a Timorese student with his studies at Victoria University.</p> <p>We received some generous donations.</p> <p><b>Moved:</b> Barb Godfrey <b>2nded:</b> Jenny Arms</p>	
5.	<p><b>Fundraising</b> – 632 people visited Heronswood in March. A very successful weekend thanks to the generosity of Penny and Clive Blazey and our Jenny Arms and Barb Godfrey and their helpers. The coffee continues to sell well at the Shire offices. Barb reported we have 60 members and 250 newsletters were sent out.</p> <p><b>Correspondence</b> - We have had the minutes of the Lospalos Commission translated from Tetum into English. This will hopefully in future mean we will have a better understanding between the friends group here in Mornington and the members of the</p>	

	<p>commission in Lospalos.</p> <p><b>6. Chairperson/Liasion Report</b> - David Price met with Tim Rodgers and briefed him about the restructuring and re-election of Commission members in Lospalos. This augers well for new activity between us and the community of Lospalos. David Price has been Chairman Of the Friends of Lospalos since May 2005. His passion for the people of Lospalos East Timor was acknowledged by all the people at the meeting and he received a gift in appreciation of all the time and hard work he has put in over the past 7 years.</p> <p>Tim was appreciative to receive a list of contacts from David.</p>	
<p>7.</p>	<p><b>Appointment of Members to The Friends of Lospalos Committee for 2012/2013</b></p> <p>Cr. Tim Rodgers vacated the chair and Kevin Clarke conducted the election of committee members.</p> <p>Cr. Tim Rodgers was elected as Chairperson.</p> <p>Susan Blackburn was appointed Deputy Chairperson</p> <p>Secretary is Barbara Godfrey</p> <p>Treasurer is Linda Wimetal</p> <p>Fundraising Convenor is Jenny Arms</p> <p>Executive members are- Cate Macmillan, Michelle Coates, Katie McKenzie, Tricia Olsen</p> <p>Council Representatives – Cr. Tim Rodgers, Cr. Bev Colomb</p>	
<p>8.</p>	<p><b>Guest Speaker</b></p> <p>Our guest speaker was Katrina Langford from Timorlink.</p> <p>In 1999, Katrina, at age 16, started her involvement with the people of East Timor by protesting for 3 months outside the Indonesian Embassy. In 2001 and 2002 she lived in East Timor and taught English. Her husband comes from Lospalos. She has been studying for her PHD in Linguistics and teaching Tetum to our Defence Force. Katrina has recently realized that what she thought was Chronic Fatigue was actually Dengue Fever. She has decided to give her job and her studies and devote her energy to the cause she feels most passionate about and that is Timorlink.</p> <p>Timorlink has about 7 employees who aim is to coordinate those in Australia who wish to help in any way the people of East Timor and the needs and requests that come from the communities of East Timor. At present there is a need for written material for school students in their first language. 70% of children do not speak Tetum or Portuguese (the two official school languages.) There is a need for library books, libraries and for vehicles that could be used as mobile libraries.</p> <p>Katrina is inspirational and we hope we may be able to support Katrina in her work and wish her all the best for her health and future.</p> <p><b>Next meeting Thursday June 14<sup>th</sup> 6.30pm 2012</b></p>	

<b>Mornington Peninsula Friends of Lospalos</b>									
<b>Financial Report for the period 1/4/11 to 31/3/12</b>									
	019900 7536 Fundraising Trust	019900 7545 Handcrafts Trust	199007402 Coffee Trust	CBA	AVI	Cash Float	Total		
	\$	\$	\$	\$	\$	\$	\$		
<b>Op bal 1/4/12</b>	15868.78	8,224.86	3,210.50	12,602.63	7,316.89	50.00	47,273.66		
Income									
Memberships, donations and fundraising							4,290.00		
Bank Interest	4,290.00			7.16			7.16		
Ritchies Corn Benefit Card					169.79		169.79		
Direct AVI Donations					1,290.00		1,290.00		
Transfer From Shire							-		
Sales-handcrafts		970.00					970.00		
Sales- external coffee			2,114.00				2,114.00		
Sales-internal coffee			2,080.00				2,080.00		
Transfer of coffee profit							-		
MP Shire Grant							-		
MP Shire grant contribution to AVI volunteer				10,000.00			10,000.00		
<b>Total</b>	4,290.00	970.00	4,194.00	10,007.16	1,459.79	-	20,920.95		
Expenses									
Sec Expenses				541.21			541.21		
Purchases - Coffee			5,815.04				5,815.04		
Phone Expenses				393.86			393.86		
AGM catering				47.80			47.80		
Reimbursement for Tais Purchase				300.00			300.00		
AVI Admin fees					188.07		188.07		
Fundraising Costs							-		
VLGA Membership				80.00			80.00		
<b>Projects</b>									
Marist Bros Teacher Training Scholarships					6,000.00		6,000.00		
Sponsorship - Lospalos Youth Forum				500.00			500.00		
Vic Uni - sponsorship Lospalos student support grant				629.95			629.95		
Transfer to CBA account							-		
<b>Total</b>	-	-	5,815.04	2,492.82	6,188.07	-	14,495.93		
unpresented cheque				400.00					
<b>Cl bal 31/3/12</b>	20,158.78	9,194.86	1,589.46	20,516.97	2,588.61	50.00	54,098.68		

## Friends of Lospalos Annual General Meeting 10<sup>th</sup> May 2012

### Chairperson's Report

Firstly I would like to acknowledge Dr David Price, the outgoing Chair, for his many years of service on the Friends of Lospalos Committee. His work as the Chairperson stems back to around 2005/6. He has been a frequent visitor to Lospalos, making 10 trips in that time to liaise with the locals in Lospalos and to further the connections and friendships. David continues to be a passionate supporter of Timor Leste and in particular a passionate supporter of the people of Lospalos, his commitment and dedication is notable and I join with all of the committee in thanking David for this fantastic effort!

Being reasonably new to the Committee I am quickly learning about the achievements of the past, and the potential developments for the future. It was in May 2000 that Council first approved the establishment of a formal relationship between the people of the Mornington Peninsula Shire and the people of the sub-district of Lospalos. Now, in 2012 we meet again to elect a new Committee and to reflect on the highlights and challenges of the past year.

#### Highlights

- Meeting Prime Minister Xanana Gusmao at the launch of his book of speeches 'Strategies For The Future' in February
- The funding of young Lospalos students with 3 new scholarships, 3 continuing scholarships and one new graduate of the Bachelor of Primary Teaching at the Marist Brothers College in Baucau.
- Financial support for the youth forum 'Participation is Power' which our Secretary Barbara attended and gave a presentation about our work to a Lospalos crowd of over 200 people
- Support to a young Lospalos person studying in Melbourne to assist him with living expenses and study materials while he was studying at Victoria University earlier this year.
- News from the Sub District Administrator of the restructure of the Lospalos Commission, which had been experiencing some difficulties. This was as a result of David Price visiting Lospalos in November.
- Two very successful fundraising events held at Heronswood in Dromana in November and March for which we thank Penny and Clive Blazey for their warmth and generosity in opening their historic home to the public with proceeds going to Friends of Lospalos

#### Challenges

- We received some bad news from our partner organisation, Australian Volunteers International that the long awaited Lospalos volunteer position assignment had collapsed. However we are having discussions and meetings with them at the end of this month to try to understand the reasons for the withdrawal of the position and to look at how we might rethink the use of Councils contribution to this project. This setback highlights the difficulty in predicting the sometimes shifting objectives in a developing country's environment.

We should also take a moment to acknowledge and congratulate the people of Timor Leste for their recent Presidential elections which saw 2 rounds of elections carried out fairly and peacefully.

I am looking forward to participating in July as a member of the International Observer Mission organised by the Australian Timor Leste Friendship Network to observe the Parliamentary Elections. It's also a great opportunity to meet face to face with our friends in Lospalos, meet with the Lospalos Commission and local authorities to plan and discuss any future project development ideas.

Thank you for your continuing interest and support in the work of the Friends of Lospalos.

**Friends of Lospalos Annual General Meeting  
Thursday May 16<sup>th</sup> 2013 7:00 pm  
Mornington Peninsula Shire Office  
Queen Street, Mornington.**

**MINUTES**

		<b>Action</b>
1.	<p><b>Present:</b> Cr. Tim Rodgers, Cr. Graham Pittock, Barb Godfrey, Cate MacMillan, Susan Blackburn, Alex Pinto, Mandy Wimetal, Barbara Lester, Katie McKenzie, David Price, Damien Kingsbury, Rae Kingsbury, Tric Olsen, Alan McPhate, Linda Wimetal, Jean</p> <p><b>Apologies:</b>, Jenny Arms, David &amp; Patricia Ball, Geoff Carson, Rosalie Sword, Kaye Mackay, Robyn McKenzie, Lyn Mentiplay</p> <p><b>Minutes:</b> Barb Godfrey</p> <p><b>Chair:</b> Cr. Tim Rodgers</p>	
2.	<p><b>Acceptance of Minutes of Previous AGM</b></p> <p><b>Moved:</b> Linda Wimetal <b>2nded:</b> Tric Olsen</p>	<i>Carried</i>
3.	<p><b>Business arising</b></p> <p>Rules and Regulations – Amendments These have not been amended for several years.</p> <p><b>MOTION:</b> Proposed amendments are as follows –</p> <p>Consistent t spelling for the names Lospalos and Timor Leste Annual Membership Subscription to now fall due in April AGM – all of the executive to retire at each AGM , can re-nominate</p> <p><b>Moved:</b> Linda Wimetal <b>2nded:</b> Cate MacMillan</p>	<i>Carried</i>
4.	<p><b>Chairpersons Report</b></p> <p><b>See attached</b></p> <hr/>	
5.	<p><b>Treasurers Report : Tabled</b></p> <p>Linda presented her financial report outlining all expenses and income. We are sponsoring 8 student teachers at The Marist Teacher Training College in Baucau. Supported a Timorese student with his studies at Victoria University. Funded 17 scouts from Lautem to attend a Scout Eco Fest, this was in partnership with ETWA.</p> <p><b>Moved:</b> Linda Wimetal <b>2nded:</b> Susan Blackburn</p>	<i>Carried</i>

<p><b>6.</b></p>	<p><b>Fundraising Report – Barb Godfrey</b>  Mailing list 260  Paid up Members 75 - \$750  Substantial donations \$1900 - Linda will report on direct donations  Heronswood November Spring Festival raised \$1735  DHS market raised \$85  Heronswood March Autumn Harvest Festival raised \$2000  Many thanks to Jenny Arms for organising the trading table she is currently enjoying a well earned break in Italy and catching up with her son and family in Washington  Membership forms are available for anyone who would like to join  Heronswood is looking for volunteers to take people around the house and gardens information is on the table   It is wonderful to be working with such a Great team!!</p>	
<p><b>7.</b></p>	<p><b>Appointment of Members to The Friends of Lospalos Committee for 2013/2014</b>   Cr. Tim Rodgers vacated the chair and Professor Damien Kingsbury conducted the election of committee members.  Cr. Tim Rodgers was elected as Chairperson.  Susan Blackburn was appointed Deputy Chairperson  Secretary is Barbara Godfrey  Treasurer is Linda Wimetal  Fundraising Convenor is Jenny Arms  Executive members are- Cate Macmillan, Katie McKenzie, Tricia Olsen, Barbara Lester, Geoff Carson  Council Representatives – Cr. Tim Rodgers, Cr. Graham Pittock</p>	<p><b>Carried</b></p>
<p><b>8.</b></p>	<p><b>Welcome Guest Speaker – Rae Kingsbury Honorary Consul Timor Leste Victoria Designate</b>   See attached speech</p>	
<p><b>9.</b></p>	<p><b>General Business - none</b></p>	

Meeting closed 8.30 pm for refreshments

<b>Mornington Peninsula Friends of Lospalos</b>									
<b>Financial Report for the period 1/4/12 to 31/3/13</b>									
	019900 7536	019900 7545	199007402	CBA	AVI	Cash Float	Total		
	Fundraising Trust	Handcrafts Trust	Coffee Trust						
	\$	\$	\$	\$	\$	\$	\$		
<b>Op bal 1/4/12</b>	<b>20158.78</b>	<b>9,194.86</b>	<b>1,589.46</b>	<b>20,516.97</b>	<b>2,588.61</b>	<b>50.00</b>	<b>54,098.68</b>		
Income									
Memberships, donations and fundraising	4,008.00			50.00			4,058.00		
Bank Interest				8.97			8.97		
Ritchies Com Benefit Card					162.21		162.21		
Direct AVI Donations					1,810.00		1,810.00		
Transfer From Shire		1,121.00							
Sales-handcrafts									
Sales- external coffee			2,244.00				1,121.00		
Sales-internal coffee			2,615.00				2,244.00		
Transfer of coffee profit									
MP Shire Grant			826.00	3,000.00			3,000.00		
Refund from Coffex							826.00		
<b>Total</b>	<b>4,008.00</b>	<b>1,121.00</b>	<b>5,685.00</b>	<b>3,058.97</b>	<b>1,972.21</b>	<b>-</b>	<b>15,845.18</b>		
Expenses									
Sec Expenses				90.00			90.00		
Purchases - Coffee			4,989.04				4,989.04		
Translation Costs				167.00			167.00		
correction from coffee account	192.00								
Reimbursement for Tais Purchase				270.00			192.00		
AVI Admin fees					244.45		270.00		
VLGA Membership				90.00			244.45		
<b>Projects</b>							90.00		
Marist Bros Teacher Training Scholarships									
Permaculture Scouts ETWA Project				5,000.00	3,000.00		8,000.00		
Vic Uhi - sponsorship Lospalos student support grant				500.00			500.00		
Transfer to CBA account				400.00			400.00		
<b>Total</b>	<b>192.00</b>	<b>-</b>	<b>4,989.04</b>	<b>6,517.00</b>	<b>3,244.45</b>	<b>-</b>	<b>14,942.49</b>		
<b>CJ bal 31/3/13</b>	<b>23,974.78</b>	<b>10,315.86</b>	<b>2,285.42</b>	<b>17,058.94</b>	<b>1,316.37</b>	<b>50.00</b>	<b>55,001.37</b>		

## Friends of Lospalos Committee Annual General Meeting, 16<sup>th</sup> May 2013

### Chairman's Report, Cr Tim Rodgers

#### Welcome

#### Highlights of the year

- Our participation in the Election Observer Mission for the Timor Leste Parliamentary elections July 2012.
- Funding for 17 scouts from the district of Lautem to attend a Scout Eco Fest in partnership with ETWA
- Funding for 8 teacher trainee scholarships at Baucau Teachers College
- Cr Tim, Barb and Mandy attended the forum organised through VLGA and Timor Adventures – Timor Tourism for Development

#### Future Involvements for the Committee

- Tour de Amazide – community consultation and visit proposed for August. We now have 10 confirmed community members who have paid their deposits.
- Community Library concept, scoping and consultation proposed. This will occur during the visit in August.



- Meeting the Prime Minister Xanana Gusmao at the Human Rights Arts and Film Festival. Xanana spoke extensively about the involvement of Friendship Groups and Local Government in working with districts. His talk highlighted the challenge of implementing municipalities in Timor Leste, where they still need capacity building in practical aspects of community development, project management, planning, budgeting and delivering services to the community. He extended an invitation to us to visit and continue this work with our counterparts in Lospalos, bringing our spirit of mutual respect, creativity and good attitude.
- Local Lospalos Position – draft position description now translated and with Commission for finalisation.
- Playground development with Many Hands International – possibility of future partnership
- Acknowledge Jenny and Tric responding to the Federal Government Inquiry into Australia's Relationship with Timor Leste
- Congratulations to Katie McKenzie for her voluntary role with East Timor Heart' Fund

Friends of Lospalos is not just about raising money for projects it is also about raising awareness in our local community about Timor Leste and fostering good relationships between nations and between people.



## Instrument of Delegation

### Mornington Peninsula Friends of Lospalos, Timor Leste Community Special Committee

In exercise of the power conferred by Section 86 of the Local Government Act 1989, the Mornington Peninsula Shire Council ("Council") delegates to the Mornington Peninsula Friends of Lospalos, Timor Leste Community Special Committee (being a Special Committee established by resolution of Council) the powers, duties and functions set out in the Schedule,

AND declares that:

- (1) this Instrument of Delegation is authorised by a resolution of Council, passed on **XXX**; and
- (2) the delegation:-
  - (a) comes into force immediately the Common Seal of Council is affixed to this Instrument of Delegation;
  - (b) remains in force until Council resolves to vary or revoke it;
  - (c) is subject to any conditions and limitations set out in the Schedule; and
  - (d) is to be exercised in accordance with any requirements, directions, guidelines or policies which Council from time to time adopts.

## SCHEDULE

### (1) Powers and Functions

To exercise Council's functions and powers and to perform Council's duties in relation to the management of the Mornington Peninsula Friends of Lospalos, Timor Leste Community Committee in accord with the following 'Statement of Friendship' and guiding documents.

- (a) The people of the 'Mornington Peninsula Friends of Lospalos, Timor Leste Community Committee':

**Seek to build and develop** a lasting friendship relationship between our community and the community of Los Palos East Timor, based on:

- mutual respect;
- goodwill and co-operation; and
- recognition of human rights.

**We share** a common vision for both women and men in our communities, and for social structures that support and facilitate the

- strengthening of citizenship;
- peace building, reconciliation, and reconstruction;
- well-being of residents and community cohesion; and
- achievement of collective aspirations.

In solidarity and in the spirit of friendship we offer practical assistance and support in recognition of the heroic struggle for self-determination of the East Timorese people.

In doing so we enrich our own understanding of participatory democracy, sustainable development and our place in the global community.

- (b) Project proposals should:

1. Be consistent with the guiding principles expressed in the Statement of Principles for Victorian Local Governments working with communities in Timor Leste (as detailed in clause "c").

## **SCHEDULE** (CONT'D)

### **(1) Powers and Functions** (Cont'd)

#### **(b)** (Cont'd)

2. Not duplicate or hinder the work of other organisations. (Innovative and creative partnerships between community organisations both here and in Timor Leste are to be highly regarded. Collaboration with other organisations on larger projects should also be encouraged.)
3. Focus on the needs which have already been identified by the East Timorese, with specific reference to the Lospalos community and their leadership. (This may be demonstrated by referring to relevant consultation, research, reports and other up to date resources.)
4. Ensure that the project design, monitoring and implementation be culturally-sensitive and gender-responsive, encourage grass roots involvement and be consistent with community development practices.
5. Empower the East Timorese people to be involved in decision making processes and to take an active and leadership role in project development and implementation
6. Ensure that the projects include delivery of benefits to the most vulnerable individuals or groups in the community
7. Provide opportunities for women's self-empowerment through involvement in project development and implementation.
8. Ensure that the projects are socially, economically and environmentally sustainable.
9. Ensure that the nature of the proposed project be clearly described and informed by sound social economic, environmental and ethical analysis.
10. Be in writing and include clearly-defined aims, objectives, strategies, budget, time-lines and method of regular reporting and evaluation, such proposals to be submitted to committee members with reasonable time for consideration prior to monthly committee meetings.

## SCHEDULE (CONT'D)

### (1) Powers and Functions (Cont'd)

#### (b) (Cont'd)

11. Give preference to projects that are reconstructive in nature; however, projects designed to respond to emergency situations as they arise may also be considered in light of existing resources and capacity to respond.
12. Not include community-raised funds in any overseas travel component, such funds being expressly excluded from use for overseas travel. (Overseas travel may be funded by separate, dedicated fund-raising activities undertaken for and expressed to be for that purpose by individuals of the Committee.)

These guidelines should be regularly reviewed and evaluated.

#### (c) The Statement of Principles for Victorian Local Governments working with communities in Timor Leste, identified the following key principles:

- A lasting friendship shall be built on a partnership of mutual respect. This friendship shall at all times respect and value local as well as national cultures and decision-making processes;
- The knowledge and expertise of local governments in Victoria shall be shared through partnerships with the people of Timor Leste;
- This agreement welcomes East Timor as a close neighbour of Australia at all levels of democratic government;
- Material contributions by local governments in Victoria to the rebuilding of the nation of Timor Leste shall most effectively be provided in consultation and co-operation with the local as well as national representatives of the people of East Timor;
- Recognising the need to supplement the contribution of international agencies and non-government organisations the parties now wish to implement community to community partnerships; and
- We shall respect and honour the efforts of all those Victorians and East Timorese who in the spirit of democratic endeavour work to improve the quality of life of their communities.

## SCHEDULE (CONT'D)

### (2) Membership

The Special Committee shall comprise such persons appointed by the Council being not less than three (3) nor more than fourteen (14) persons as determined from time to time by resolution of Council.

### (3) Pecuniary Interest

Each member of the Special Committee is exempt from the requirement to submit a primary return or an ordinary return under Section 81 of the Local Government Act 1989.

### (4) Exceptions, Conditions and Limitations

- (a) The Special Committee is not authorised by this Instrument to:
- (i) delegate any of the powers herein delegated to it by the Council;
  - (ii) declare a rate or charge;
  - (iii) borrow money;
  - (iv) enter into contracts for an amount exceeding \$10,000;
  - (v) incur any expenditure exceeding \$10,000;
  - (vi) employ any person without the approval of the Council;
  - (vii) pay any remuneration to any member for carrying out any of his/her duties as a member of the Special Committee except with the approval of the Council (or with the written approval of the Director – Sustainable Communities). An honorarium is not considered remuneration when it is an annual lump sum payment to a person or persons that does not exceed \$500.00;
  - (viii) any prescribed power.

## SCHEDULE (CONT'D)

### (5) Disputes

In the event of any dispute between the Committee and any organisation, club, or other party, any party to the dispute may refer it to the Council for determination and in such event the decision of the Council shall be deemed to be the final decision for and on behalf of the Committee.

Notwithstanding anything else herein contained, the Council or Director – Sustainable Communities may at any time terminate the office of any or all of the members of the Committee.

THE COMMON SEAL OF )  
THE MORNINGTON PENINSULA )  
SHIRE COUNCIL was hereunto )  
affixed in the presence of: )

.....

Councillor

.....  
Manager Governance and Corporate Support

**SECTION 3 – COMMITTEE AND INFORMATION REPORTS**

3.1 **Assembly of Councillors**

Assembly of Councillors – 15 and 20 May, 2013

**RECOMMENDATION**

That Council receives and notes the record of Assembly of Councillors for the period of 15 and 20 May, 2013.

**COUNCIL DECISION**

**Moved: Cr. Colomb**

**Seconded: Cr. Celi**

**That the recommendation be adopted.**

**Carried**