**From:** Tina Petrovski   
**Sent:** Wednesday, 14 April 2021 11:25 AM  
**To:** Stephen Meloury <SMeloury@moreland.vic.gov.au>  
**Cc:** Narelle Jennings <NJennings@moreland.vic.gov.au>; HRISProjectData <HRISProjectData@moreland.vic.gov.au>; Rosetta Rotundo <RRotundo@moreland.vic.gov.au>  
**Subject:** RE: CEO Approved | Pool inspector position

Hi Stephen,

I have allocated position no. **3691** to the Building Inspector role. Please note this position number when raising the recruitment request in Scout.

Thanks

Tina

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|  | Moreland logo |
| **Tina Petrovski** |
| **Human Resources Officer** |
|  |
| **T** [+61 3 9240 2434](tel:+61%203%209240%202434) |
| [www.moreland.vic.gov.au](https://www.moreland.vic.gov.au) |
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| Moreland City Council acknowledges the Wurundjeri Woi Wurrung people as the Traditional Custodians of the lands and waterways in the area now known as Moreland. We pay respect to their Elders past, present, and emerging, as well as to all First Nations communities who significantly contribute to the life of the area. | |

**From:** Stephen Meloury   
**Sent:** Monday, 12 April 2021 10:58 AM  
**To:** Tina Petrovski <[TPetrovski@moreland.vic.gov.au](mailto:TPetrovski@moreland.vic.gov.au)>  
**Cc:** Narelle Jennings <[NJennings@moreland.vic.gov.au](mailto:NJennings@moreland.vic.gov.au)>  
**Subject:** RE: CEO Approved | Pool inspector position

Thanks Tina.

I have added details below.

Kind regards

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|  | Moreland logo |
| **Stephen Meloury** |
| **Unit Manager Building Services and Environmental Health** |
|  |
| **T** [+61 3 9240 2209](tel:+61%203%209240%202209) |
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**From:** Tina Petrovski   
**Sent:** Monday, 12 April 2021 9:47 AM  
**To:** Stephen Meloury <[SMeloury@moreland.vic.gov.au](mailto:SMeloury@moreland.vic.gov.au)>  
**Cc:** Narelle Jennings <[NJennings@moreland.vic.gov.au](mailto:NJennings@moreland.vic.gov.au)>  
**Subject:** FW: CEO Approved | Pool inspector position

Hi Stephen,

Can you please provide the following information so I can create the position in the Org Structure.

Job Title: Building Inspector

Cost Centre: 6320000.6100

Position Status: Full Time

Hours: 8:30am-5:15pm

Reporting Supervisor: Team Leader Building Approvals

Is this a fixed term position or ongoing? Ongoing

Many thanks,

Tina

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| **Tina Petrovski** |
| **Human Resources Officer** |
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**From:** Kirsten Coster   
**Sent:** Tuesday, 30 March 2021 9:41 AM  
**To:** EADBT - Kim & Giovanna <[eadbt@moreland.vic.gov.au](mailto:eadbt@moreland.vic.gov.au)>; Narelle Jennings <[NJennings@moreland.vic.gov.au](mailto:NJennings@moreland.vic.gov.au)>  
**Cc:** Stephen Meloury <[SMeloury@moreland.vic.gov.au](mailto:SMeloury@moreland.vic.gov.au)>; Brian Harris <[BHarris@moreland.vic.gov.au](mailto:BHarris@moreland.vic.gov.au)>; Tina Petrovski <[TPetrovski@moreland.vic.gov.au](mailto:TPetrovski@moreland.vic.gov.au)>; Travis Palin <[TPalin@moreland.vic.gov.au](mailto:TPalin@moreland.vic.gov.au)>  
**Subject:** RE: CEO Approved | Pool inspector position

Terrific – thx Kim

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|  | Moreland logo |
| **Kirsten Coster** |
| **Director City Futures** |
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**From:** EADBT - Kim & Giovanna   
**Sent:** Monday, 29 March 2021 1:57 PM  
**To:** Narelle Jennings <[NJennings@moreland.vic.gov.au](mailto:NJennings@moreland.vic.gov.au)>; Kirsten Coster <[kcoster@moreland.vic.gov.au](mailto:kcoster@moreland.vic.gov.au)>  
**Cc:** Stephen Meloury <[SMeloury@moreland.vic.gov.au](mailto:SMeloury@moreland.vic.gov.au)>; Brian Harris <[BHarris@moreland.vic.gov.au](mailto:BHarris@moreland.vic.gov.au)>; Tina Petrovski <[TPetrovski@moreland.vic.gov.au](mailto:TPetrovski@moreland.vic.gov.au)>; Travis Palin <[TPalin@moreland.vic.gov.au](mailto:TPalin@moreland.vic.gov.au)>  
**Subject:** CEO Approved | Pool inspector position

Good afternoon Narelle & Kirsten

I would like to advise that Cathy has approved the position of Swimming Pool Inspector within the Building Services Unit, as per her email below.

Kind regards

Kim (for and on behalf of Sue)

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|  | Moreland logo |
| **Kim Tully** |
| **Executive Assistant Director Business Transformation** |
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**From:** Cathy Henderson <[CHenderson@moreland.vic.gov.au](mailto:CHenderson@moreland.vic.gov.au)>   
**Sent:** Monday, 29 March 2021 9:46 AM  
**To:** Sue Vujcevic <[svujcevic@moreland.vic.gov.au](mailto:svujcevic@moreland.vic.gov.au)>  
**Cc:** EADBT - Kim & Giovanna <[eadbt@moreland.vic.gov.au](mailto:eadbt@moreland.vic.gov.au)>; EACEO - Leonie <[eaceo@moreland.vic.gov.au](mailto:eaceo@moreland.vic.gov.au)>  
**Subject:** RE: Pool inspector position

Approved

Thankyou

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|  | Moreland logo |
| **Cathy Henderson** |
| **Chief Executive Officer** |
|  |
| **T** [+61 3 9240 1192](tel:+61%203%209240%201192)   **M** [0402 429 100](tel:0402%20429%20100) |
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**From:** Jemma Wightman   
**Sent:** Wednesday, 24 March 2021 7:09 PM  
**To:** Narelle Jennings <[NJennings@moreland.vic.gov.au](mailto:NJennings@moreland.vic.gov.au)>  
**Subject:** RE: 2nd Quarterly Financial Review - numbers and phasing have now been loaded into Magiq

Hi Narelle,

There won’t be any official documents (Council reports etc) that show this role as being approved however I can provide written confirmation.

This role is included as an ongoing, band 6 full-time role. In the current year’s budget the unbudgeted revenue was supposed to offset the role costs, however in 21/22 and going forward both the salary cost & revenue has been budgeted correctly.

Kind regards,

Jemma

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|  | Moreland logo |
| **Jemma Wightman** |
| **Management Accounting Coordinator** |
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