

ORDINARY MEETING OF COUNCIL

Notice is hereby given of the
Ordinary Meeting of Council to be held at
the James Young Room, Lerderderg Library,
215 Main Street, Bacchus Marsh on
Wednesday, 1 April 2015,
commencing at 5:00 p.m.

Members:

Cr. Paul Tatchell (Mayor)	Central Ward
Cr. Allan Comrie	East Moorabool Ward
Cr. David Edwards	East Moorabool Ward
Cr. John Spain	East Moorabool Ward
Cr. Tonia Dudzik	East Moorabool Ward
Cr. Tom Sullivan	West Moorabool Ward
Cr. Pat Toohey	Woodlands Ward

Officers:

Mr. Rob Croxford	Chief Executive Officer
Mr. Phil Jeffrey	General Manager Infrastructure
Mr. Satwinder Sandhu	General Manager Growth and Development
Mr. Danny Colgan	General Manager Community Services

Rob Croxford
Chief Executive Officer

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1. OPENING OF MEETING AND PRAYER

Almighty God be with us as we work for the people of the Shire of Moorabool.

Grant us wisdom that we may care for the Shire as true stewards of your creation.

May we be aware of the great responsibilities placed upon us.

Help us to be just in all our dealings and may our work prosper for the good of all.

Amen

2. ACKNOWLEDGEMENT TO COUNTRY

We respectfully acknowledge the traditional owners of this land, their spirits and ancestors.

3. PRESENT

4. APOLOGIES

5. CONFIRMATION OF MINUTES

5.1 Ordinary Meeting of Council – Wednesday 4 March 2015

Recommendation:

That Council confirms the Minutes of the Ordinary Meeting of Council held on Wednesday 4 March 2015.

5.2 Mayor and CEO formally sign CEO Contract of Employment

6. DISCLOSURE OF CONFLICT OF INTEREST

Under the Local Government Act (1989), the classification of the type of interest giving rise to a conflict is; a direct interest; or an indirect interest (section 77A and 77B). The type of indirect interest specified under Section 78, 78A, 78B, 78C or 78D of the Local Government Act 1989 set out the requirements of a Councillor or member of a Special Committee to disclose any conflicts of interest that the Councillor or member of a Special Committee may have in a matter being or likely to be considered at a meeting of the Council or Committee.

Definitions of the class of the interest are:

- a direct interest
 - (section 77A, 77B)
- an indirect interest (see below)
 - indirect interest by close association (section 78)
 - indirect financial interest (section 78A)
 - indirect interest because of conflicting duty (section 78B)
 - indirect interest because of receipt of gift(s) (section 78C)
 - indirect interest through civil proceedings (section 78D)

Time for Disclosure of Conflicts of Interest

In addition to the Council protocol relating to disclosure at the beginning of the meeting, section 79 of the Local Government Act 1989 (the Act) requires a Councillor to disclose the details, classification and the nature of the conflict of interest immediately at the beginning of the meeting and/or before consideration or discussion of the Item.

Section 79(6) of the Act states:

While the matter is being considered or any vote is taken in relation to the matter, the Councillor or member of a special committee must:

- (a) leave the room and notify the Mayor or the Chairperson of the special committee that he or she is doing so; and
- (b) remain outside the room and any gallery or other area in view of hearing of the room.

The Councillor is to be notified by the Mayor or Chairperson of the special committee that he or she may return to the room after consideration of the matter and all votes on the matter.

There are important reasons for requiring this disclosure immediately before the relevant matter is considered.

- Firstly, members of the public might only be in attendance for part of a meeting and should be able to see that all matters are considered in an appropriately transparent manner.
- Secondly, if conflicts of interest are not disclosed immediately before an item there is a risk that a Councillor who arrives late to a meeting may fail to disclose their conflict of interest and be in breach of the Act.

7. PUBLIC QUESTION TIME

The Council has made provision in the business of the Ordinary Meetings of the Council for the holding of a Public Question Time.

Public Question Time is required to be conducted in accordance with the requirements contained within the Public Question Time Protocols and Procedural Guidelines as provided for in the *Local Law No. 8 Meeting Procedure Local Law* Division 8 . Clause 57.

The person asking the question is to stand and identify themselves by name and residential address before asking the question.

All questions are to be directed to the Mayor as Chairperson, who shall determine the appropriate person to respond to the question.

The person asking the question must be present in the gallery when the question is considered and may be asked for clarification by the Mayor.

At the discretion of the Mayor, a lengthy question may be required to be placed into writing by the person asking the question. The Mayor may accept a question on notice, in the event that research is required to provide a response. In the case of questions taken on notice, both the question and response shall be recorded in the Minutes of the Meeting.

8. PETITIONS

No petitions have been made to Council for consideration as part of this Agenda.

9. PRESENTATIONS / DEPUTATIONS

The Council has made provision in the business of the Ordinary Meetings of the Council for the making of presentations or deputations to Council in relation to matters presented on the agenda for Council consideration.

Presentations or deputations are required to be conducted in accordance with the requirements contained within the **Presentation/Deputations Protocols and Procedural Guidelines**.

Persons wishing to make a presentation or deputation to Council on a matter included in the agenda shall inform Council prior to the meeting by contacting the Chief Executive Officer's office and registering their name and agenda item being spoken to.

At the meeting the Mayor will invite the persons wishing to make a presentation or delegation to address the Council on the agenda item.

The person making the presentation or deputation is to stand and address Council on the item. No debate on the item is permitted between the person making the presentation or delegation and the Council.

A maximum of three minutes per presentation or delegation will be allocated. An extension of time may be granted at the discretion of the Mayor.

Councillors, through the Mayor, may ask the person making the presentation or delegation for clarification of matters presented.

The Mayor may direct that a member of the gallery ceases speaking if the above procedure is not followed.

List of Persons making Presentations/Deputations other than in relation to a planning item listed on the agenda:

Item No	Description	Name	Position
-	-	-	-

List of Persons making Presentations/Deputations to a planning item listed on the agenda:

Individuals seeking to make a presentation to the Council on a planning item listed on the agenda for consideration at the meeting will be heard by the Council immediately preceding consideration of the Council Officer's report on the planning item.

Item No	Description	Name	Applicant/ Objector
-	-	-	-

10. OFFICER'S REPORTS

10.1 CHIEF EXECUTIVE OFFICER

No reports for this meeting.

10.2 GROWTH AND DEVELOPMENT

10.2.1 Moorabool Shire Council – Municipal Fire Management Plan

Introduction

File No.: 02/13/020
Author: Cherie Graham
General Manager: Satwinder Sandhu

Background

Moorabool Shire Council's Municipal Fire Management Planning Committee (MFMP), which is a sub-committee of the Municipal Emergency Management Planning Committee (MEMPC) is required to develop an integrated Fire Management Plan.

In December 2011, Council endorsed the first fire management plan for Moorabool Shire Council which had been developed using the Integrated Fire Management Planning Process (IFMP). This Plan was endorsed for the 2011 - 2014 period.

During the second half of 2014 the Fire Management Planning Committee both regionally and locally has been working through the process to review fire management plans across the Grampians Region.

Moorabool's Municipal Fire Management Plan 2014 - 2017 has been reviewed by the Fire Management Planning Committee and endorsed at the recent MEMPC meeting on 10 February 2015, to be adopted by Council.

The Municipal Fire Management Plan (MFMP) is a risk based plan that has regard to social, economic, built and natural environment aspects of fire and guides participants involved in fire management activities. The Plan has been reviewed and updated using the Victorian Fire Risk Register (VFRR) principles.

The review has been undertaken using the Planning Guide and the guidance of Part 6A of the Emergency Management Manual Victoria (EMMV).

For Municipalities such as Moorabool in the Country Area of Victoria (as defined by the CFA Act), the MFMP must meet the requirements of a Municipal Fire Prevention Plan (MFPP) under the Act.

Moorabool Shire Council's Municipal Fire Management Plan has been continually reviewed by the Fire Management Planning Committee and Emergency Management Planning Committee during the 2011-2014 period to ensure that it is current and meets audit requirements.

Correspondence has been received from the Emergency Management Commissioner, Craig Lapsley entitled %advice for reviewing fire management plansqwhich details that the State Emergency Planning Unit in Emergency Management Victoria (EMV) is revising the Fire Management Planning Guide which is due mid-2015. The Guide will assist regional municipal fire management planning committee in conducting a more comprehensive review of their plans in due course.

In the meantime, he has requested that regional and fire management planning committees await the release of the State Fire Mitigation Plan prior to undertaking a comprehensive review. Fire management planning committees should nevertheless continue to ensure their plans are current, and municipal committees should ensure their plans are meeting relevant audit requirements.

The previous plan has been updated during its 3 year life cycle as per the updates table below to ensure that it is current and meets legislation.

Version Control Table

Version Number	Date of Issue	Author(s)	Brief Description of Change
Version 1.0	07/12/2011	Moorabool Shire Council	Adoption of Version 1
Version 1.1	07/08/2012	Moorabool Shire Council	Appendix C3 - NSP Darley, Appendix E2 Strategic Fire Breaks & Maps Appendix B1 . Multi Agency Bushfire Workplan Replaced all references to Township Protect Plan to Community Information Guide Appendix A1 . reflect TPP name change Appendix B1 . reflect TPP name change
Version 1.2	13/11/12	Moorabool Shire Council	Appendix C . Hazard Trees Identification and Notification Procedures Appendix E2 . Strategic Fire Breaks Table . (unable to update map due to no GIS Officer . current map out of date)

Version 1.3	June 2013	Amendments . Grampians State Fire Management Planning Support Team	Updated Section 3.7, Chapter 5, Section 6.5, Appendix A, B, C.2, C.3 and H. Inclusion of Disclaimer, new Section 6.3 . Plan Reporting and change existing Section 6.3, 6.4, to the next sequence. As of 1 May 2013 Department of Sustainability and Environment (DEPI) and Department of Primary Industries (DEPI) have jointly combined to form Department of Environment and Primary Industries (DEPI). All previous DEPI treatments are still valid and this name change will be reflected in the next iteration of this plan.
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Proposal

The Municipal Fire Management Plan partner agencies contributing to the development and cited on the endorsement page (ii) include CFA, Central Highlands Water, Western Water, Department of Environment, Land, Water and Planning (DELWP) and VicRoads.

The Plan includes a paragraph as to how partner agencies/stakeholders that are not members of the MFMP are aware of and committed to undertaking any tasks allocated to them in the MFMP.

Moorabool Shire Council is required to adopt the Municipal Fire Management Plan (MFMP) as a sub-plan of the Municipal Emergency Management Plan (MEMP).

The Municipal Fire Management Planning Committee (MFMP) members discussed the Plan at the November meeting and any minor adjustments were provided during December and January by committee members.

The Municipal Emergency Management Planning Committee (MEMPC) met on 10 February 2015 and endorsed the Plan for forwarding to Moorabool Shire Council for adoption.

The Draft Plan was provided to the Regional Strategic Fire Management Planning Committee on the 18 February 2015 to enable them to provide any comments and endorse the Plan.

For Councils wholly or partly within the Country Area of Victoria, the Municipal Fire Management Plan (MFMP) as adopted by Council will be deemed to meet the requirements for a municipal fire prevention plan under Section 55A (1) of the Country Fire Authority Act, provided that it complies with Section 55A (2).

Section 55A(2) states that a municipal fire prevention plan/fire management plan ***must contain the following provisions in accordance with the regulations:***

- (a) Identifying areas, buildings and land use in the municipal district which are at particular risk in case of fire; and
- (b) Specifying how each identified risk is to be treated; and
- (c) Specifying who is to be responsible for treating those risks; and
 - (ca) Identifying all designated neighbourhood safer places in the municipal district or if no places have been designated recording that fact; and
 - (cb) Identifying any places in the municipal district that are community fire refuges within the meaning of section 50A; and
- (d) Relating to any other matter prescribed for inclusion in the plan.

Section 55A(2) and sub sections relate to the information that is contained in the following Appendices within the Municipal Fire Management Plan.

Appendix A Asset Risk Management Register

- A.1 Multi Agency Bushfire Asset Risk Management Register
- A.2 Structure Fire Risk Management Register
- A.3 Hazardous Materials Incident Risk Management Register

Appendix B Multi Agency Work Plan

- B.1 Multi Agency Bushfire Work Plan
- B.2 Multi Agency Structure Fire Work Plan
- B.3 Multi Agency Hazardous Materials Incident Work Plan

Appendix C Statutory Audit Obligations

- C.1 Hazard Trees Identification and Notification Procedures
- C.2 Community Information Guides (CIGs)
- C.3 Neighbourhood Safer Places . Places of Last Resort
- C.4 Community Fire Refuges

Appendix E Maps

- E.1 Municipality Map
- E.2 Strategic Fire Breaks Map and Table

Whilst it is recommended that the MFMP be adopted by Council, it should be noted that the detailed activities contained within the appendices may require modification from time to time. Due to the dynamic nature of the activities, it is suggested that Council enable these modifications to be made and overseen by the MEMPC Committee and its sub-committee being the MFMP.

Policy Implications

The 2013 - 2017 Council Plan provides as follows:

Key Result Area	Community Wellbeing
Objective	A safe community

Strategy

Support the community in emergency management planning, response, recovery and in the prevention and mitigation of all hazards and work towards community resilience.

The Municipal Fire Management Plan adoption is consistent with the 2013 - 2017 Council Plan.

Financial Implications

The program of activities contained in the MFMP (2014 - 2017) commits Council and Council resources to a range of fire prevention treatments and mitigation actions which are achievable within the limits of Councils budget.

Risk & Occupational Health & Safety Issues

The purpose of the Moorabool Municipal Fire Management Plan is to provide structure and accountability in mitigating the effect of bushfire, grassfire, residential and industrial fires in the community.

Risk Identifier	Detail of Risk	Risk Rating	Control/s
Victorian Fire Risk Register	Review and mitigation options provided	High	Mitigation and Prevention activities undertaken by integrated agencies

Community Engagement Strategy

Level of Engagement	Stakeholder	Activities	Location	Date	Outcome
Collaborate	MFMP (local brigades and agency staff)	Meetings	Local Committee	2011-2014	Revised Plan
Inform	Community	Media Release advising new plan adopted Website	Newspapers Plan on Website	Mid 2014	Informed community

Communications Strategy

The community will be advised of Councils endorsement of the revised plan on the Council website and with emailed versions to local Group Officers of CFA and committee members. Regional Committees will also be provided with a copy and it will be included on the Emergency Management Victoria (EMV) document gathering website.

Victorian Charter of Human Rights and Responsibilities Act 2006

In developing this report to Council, the officer considered whether the subject matter raised any human rights issues. In particular, whether the scope of any human right established by the Victorian Charter of Human Rights and Responsibilities is in any way limited, restricted or interfered with by the recommendations contained in the report. It is considered that the subject matter does not raise any human rights issues.

Officer's Declaration of Conflict of Interests

Under section 80C of the Local Government Act 1989 (as amended), officers providing advice to Council must disclose any interests, including the type of interest.

General Manager – Satwinder Sandhu

In providing this advice to Council as the General Manager, I have no interests to disclose in this report.

Author – Cherie Graham

In providing this advice to Council as the Author, I have no interests to disclose in this report.

Conclusion

Considering the impact of fire on the Moorabool Shire Council community the Moorabool Shire Council Municipal Fire Management Plan and Appendices are presented to Council for adoption (see attached).

Recommendation:

That Council:

- 1. Adopts the Moorabool Shire Council Municipal Fire Management Plan 2014 - 2017.**
- 2. Authorises the Municipal Emergency Management Planning Committee (MEMPC) to make any changes to the appendices within the Plan as required.**

Report Authorisation

Authorised by:

Name: Satwinder Sandhu
Title: General Manager Growth and Development
Date: Thursday, 12 March 2015



10.3 COMMUNITY SERVICES

10.3.1 Draft Recreation and Leisure Strategy

Introduction

File No.: 12/09/021
Author: Troy Scoble
General Manager: Danny Colgan

The purpose of the report is to recommend that the Council endorse the draft Recreation and Leisure Strategy for the purposes of community engagement.

Background

The Draft Recreation and Leisure Strategy provides a strategic framework to guide the future planning, provision, management and development of active and passive leisure facilities throughout the Shire.

The draft Strategy has been prepared to investigate, capture, summarise and make recommendations using an evidence based approach regarding the key issues, opportunities and themes that will drive recreation and leisure participation, provision and management in the future.

The Draft Strategy has been developed as three volumes. Volume 1 details the Facilities Strategy Plan and Framework, Volume 2: Moorabool Play Strategy and Framework and Volume 3: Background Report that has informed Volume 1 and 2.

Key Facts and Issues

- The population is growing which has equated to a surge in growth of sport and leisure participation and consequently increased demand for facilities.
- Demand for facilities is pressuring the usage of existing supply in the East of the Shire for some sports however the management model of some facilities is seen as a major contributing factor reducing access in a time of high demand.
- Moorabool continues to have the largest percent of recreation participation per capita across the Grampians Region.
- Key Growth sports are: Indoor Stadium sports (basketball), Cricket, Soccer and Australian Rules Football.
- Football (AFL) Ovals, cricket ovals, netball courts and tennis courts are the most widely distributed of facilities across the Shire.
- There is no dedicated soccer facility in Moorabool and this need will further compound with the growing participation rate of the existing soccer club and demand for potential additional junior club as the population grows.
- There are twice as many juniors involved in active sport as opposed to seniors.

- Indoor courts at the Bacchus Marsh Leisure Centre are at capacity and whilst open space planning principles indicate for our current population two indoor courts is sufficient, due to participation rates, and the limits of space for growing diverse sport experiences such as futsal, badminton and volleyball, up to an additional 3 Indoor sports courts are required to cater for short term demand of indoor stadium sports.
- For West Moorabool, the benchmark data suggests facility provision will meet demand into the future with lawn bowls being the only sport that may experience a shortage.
- Upgrade and refurbishment of existing facilities to better meet contemporary user expectations will be the focus in the West of the Shire.
- There are several well designed district and regional play spaces across the Shire.
- The spatial distribution of play spaces is considered satisfactory, as most residents within urban areas are within a 5 minute walk of a play space. However there are examples of where a rationalisation of play spaces would provide better community outcomes.
- Majority of play equipment still remains in very good condition.
- Majority of play spaces designed for 3-8 years of age with limited opportunities 8+ years.
- Improvements could be made in providing a greater diversity and creativity of play experience.
- There are significant gaps in planning and policy to drive the management and provision of sport, recreation and aquatic facilities in the Shire.

Key Directions and Recommendations

It is recommended that Council's role be that of plan, provision, support and partner and continue to be underpinned by the following principles:

- Increased participation
- Diversity
- Multiuse and Shared use
- Accessible and inclusive
- Environmentally sensitive and sustainable
- Adaptable
- Partnerships
- Financially responsible

The Draft Strategy also makes recommendations by Leisure activity and by Reserve/Facility. It is recommended that the Council implement a provision framework that underpins the existing and future provision of facilities across the whole Shire in an integrated approach that identifies the role and diversity of opportunity that each facility provides the community.

Policy Implications

The 2013. 2017 Council Plan provides as follows:

Key Result Area	Community Well Being
Objective	Increase and encourage participation in a range of sport, recreation and leisure activities.
Strategy	Promote community health and wellbeing through the provision of recreation facilities, open space, programs and activities.

The proposal to develop and present the Draft Recreation and Leisure Strategy is consistent with the 2013-2017 Council Plan.

Financial Implications

Any future actions resulting from the adoption of the Recreation and Leisure Strategies will be referred to relevant Council budget and capital improvement processes.

Risk & Occupational Health & Safety Issues

Risk Identifier	Detail of Risk	Risk Rating	Control/s
Community Needs	Service gaps if priorities in strategy are not implemented	High	Future strategic planning for high priority recommendations identified in context of other community priorities
Financial	Funding required to progress actions set out in strategy	Medium	Business cases will be prepared for consideration in future Council's budgets along with applications for external funding.

Communications and Consultation Strategy

Council has undertaken a number of recreation and leisure facility planning processes in recent years; including sports facility needs analysis, policy and facility management reviews, and recreation reserve master planning studies. Many of these incorporated extensive community and stakeholder consultation and input, and much of the information gathered from the consultation has been useful in understanding the broad recreational and leisure needs of the Moorabool community.

Engagement for this Draft Strategy has also included an Assembly of Council, presentation to the Section 86 Social Development Committee, presentation to the Moorabool Recreation and Leisure Strategic Advisory Committee including follow up meetings with members and individual internal stakeholder meetings.

The S86 Social Development Committee have provided feedback that together with broader community engagement will be considered as part of the process to finalise the development of the Strategy. The S86 Social Development Committee resolved that the Draft Recreation and Leisure Strategy (with any identified amendments) be presented to the April Ordinary Meeting of Council for endorsement for the purposes of community exhibition for a period of four weeks, and, refer the Draft Strategy be presented to the Moorabool Shire Recreation and Leisure Strategic Advisory Committee to seek further feedback as part of the engagement process.

The community engagement public exhibition process will involve seeking comment on the draft strategy from key stakeholders and the community throughout the Shire. The Draft Strategy will be placed on Council's online engagement portal ~~Have your Say~~ and in key community facilities and points of interest across the Shire.

The process for submissions will be advertised through local newspapers and other communication processes i.e. email groups and Council's website.

At the conclusion of the public exhibition process, Officers will collate the feedback received and present that along with the Draft Strategy, workshopping key elements, to the Moorabool Shire Recreation and Leisure Strategic Advisory Committee May meeting. Officers will then present a report to Council with the Committee's recommendation.

Victorian Charter of Human Rights and Responsibilities Act 2006

In developing this report to Council, the officer considered whether the subject matter raised any human rights issues. In particular, whether the scope of any human right established by the Victorian Charter of Human Rights and Responsibilities is in any way limited restricted or interfered with by the recommendations contained in the report. It is considered that the subject matter does not raise any human rights issues.

Officer's Declaration of Conflict of Interests

Under section 80C of the Local Government Act 1989 (as amended), officers providing advice to Council must disclose any interests, including the type of interest.

General Manager – Danny Colgan

In providing this advice to Council as the General Manager, I have no interests to disclose in this report.

Author – Troy Scoble

In providing this advice to Council as the Author, I have no interests to disclose in this report.

Conclusion

The Draft Recreation and Leisure Strategy provides a strategic framework to guide the future planning; provision; management and development of active and passive leisure facilities throughout the Shire.

The Draft Strategy has been prepared to investigate, capture, summarise and make recommendations using an evidence based approach regarding the key issues, opportunities and themes that will drive recreation and leisure participation, provision and management in the future.

The Draft Strategy has been developed as three volumes. Volume 1 details the Facilities Strategy Plan and Framework, Volume 2: Moorabool Play Strategy and Framework and Volume 3: Background Report that has informed Volume 1 and 2.

Recommendation:

That Council:

1. **Endorses “in principle” the Draft Recreation and Leisure Strategy for the purposes of public exhibition for a period of four (4) weeks including consideration by the Council’s Recreation and Leisure Strategic Advisory Committee;**
2. **Requests a further report to be presented at the conclusion of the community engagement.**

Report Authorisation

Authorised by:



Name: Danny Colgan
Title: General Manager Community Services
Date: Wednesday, 25 March 2015

10.3.2 Library Service Level Agreement 2015-2020

Introduction

File No.: 17/03/001
Author: Kate Diamond-Keith
General Manager: Danny Colgan

Background

The purpose of this report is to recommend that the Council seek an exemption from the Minister under Section 186 of the *Local Government Act 1989* to procure library services from the City of Ballarat for the period 2015-2020; and authorise the CEO to enter into a Service Level Agreement with the City of Ballarat subject to the receipt of Ministerial approval.

At its meeting held on the 16 May 2012, the Council resolved to enter into a Service Level Agreement (SLA) for Library Services with the City of Ballarat for three year from 2012-2015.

The Council was previously part of the Central Highlands Regional Library Corporation (Corporation). The Corporation ended in 2011 and following this the Council entered into a shared service with the City of Ballarat along with the other local governments that were a part of the former Corporation. At the time of the winding up of the Corporation, a review was undertaken on various options for the future provision of the Council's library service, including joining another Corporation and shared services with other local governments. These options were presented to the Council at the time and it was determined that the most cost effective option was the shared service model with the City of Ballarat. Over the past 4 years, the shared service model has continued to provide value for money to the Council, as the Council only pays for services it receives.

The agreement is now due for renewal in 2015. The City of Ballarat has provided a new SLA contained in **Attachment 10.3.2** for five years (2015-2020) with a proposed budget for the 2015/16 financial year.

Section 186 of the Local Government Act 1989 concerns restrictions on the Council from entering into contracts. Section 186 5c states that the Council can seek ministerial approval for an exemption to tendering for a contract. The Council may write a letter to the Minister stating the services provided by the City of Ballarat, that they provide value for money and that the Council does not intend to tender for these services elsewhere and then seek approval to enter into this contract.

The total cost of the proposed SLA for 2015/16 is \$257,019 which will continue to provide value for money and includes the purchasing and processing of lending materials as well as shared Information Technology services which present significant cost savings for the Council. Under the proposed SLA the Council only pays for the services it receives. The other options available to the Council are to operate the library service stand alone, join another Corporation, or tender for the service to other local governments. These options have been investigated previously and it was

determined that the shared service model with the City of Ballarat was the most suitable option for the library service for Moorabool residents. The Library Strategic Plan adopted by the Council on 5th September 2012 also supports the shared service model.

As part of the winding up of the Corporation, the Council was entitled to a share of the equity in the assets owned by the Corporation. In 2012, the City of Ballarat and the Council entered into a Memorandum of Understanding for three years for the equity payment following the wind up of the Corporation. The memorandum of understanding was for \$83,824 for book stock over the three years. The following amounts from the City of Ballarat have been expended on book stock during that period. The terms of the memorandum of understanding have subsequently been met.

Year	Moorabool Shire
Total	\$83,824.00
2013/2014	\$41,912
2014/2015	\$41,912

Proposal

It is proposed that the Council seek an exemption from the Minister under Section 186 of the *Local Government Act 1989* to procure library services from the City of Ballarat for the period 2015-2020; and authorise the CEO to enter into a Service Level Agreement with the City of Ballarat upon receipt of Ministerial approval

The proposed SLA outlines: funding and fee arrangements; service support; IT support and service; collection funding; governance model; and staff training and support.

Policy Implications

The 2013 - 2017 Council Plan provides as follows:

Key Result Area	Community Wellbeing
Objective	Community self-reliance and resilience
Strategy	Pursue initiatives that promote lifelong learning literacy and information needs of the community.

The proposal Library SLA 2015-2020 is consistent with the 2013-2017 Council Plan.

Financial Implications

The proposed SLA budget is \$257,019 is consistent with the Library Service draft recurrent budget for 2015/16 to be considered by the Council during the 2015/16 budget process.

Risk & Occupational Health & Safety Issues

Risk Identifier	Detail of Risk	Risk Rating	Control/s
Library Services	SLA with City of Ballarat not agreed.	Medium	Sign SLA with City of Ballarat

Communications Strategy

If Council agrees to sign the SLA, the City of Ballarat will be informed via letter of this outcome.

Victorian Charter of Human Rights and Responsibilities Act 2006

In developing this report to Council, the officer considered whether the subject matter raised any human rights issues. In particular, whether the scope of any human right established by the Victorian Charter of Human Rights and Responsibilities is in any way limited, restricted or interfered with by the recommendations contained in the report. It is considered that the subject matter does not raise any human rights issues.

Officer's Declaration of Conflict of Interests

Under section 80C of the Local Government Act 1989 (as amended), officers providing advice to Council must disclose any interests, including the type of interest.

General Manager – Danny Colgan

In providing this advice to Council as the General Manager, I have no interests to disclose in this report.

Author – Kate Diamond-Keith

In providing this advice to Council as the Author, I have no interests to disclose in this report.

Conclusion

The Service Level Agreement with the City of Ballarat for the provision of Library services for 2015-2020 provides Council with a cost effective and efficient option for library service delivery in the Shire.

Recommendation:

That Council:

1. Authorises the CEO to seek an exemption from the Minister under Section 186 of the *Local Government Act 1989* to procure library services from the City of Ballarat for the 2015 to 2020 financial years.
2. Authorises the CEO to sign a Service Level Agreement with the City of Ballarat subject to the receipt of Ministerial approval.

Report Authorisation

Authorised by:



Name: Danny Colgan
Title: General Manager Community Services
Date: Wednesday, 25 March 2015

10.3.3 Draft Moorabool Early Years Plan 2015-2021

Introduction

File No.: 12/16/001
Author: Sharon McArthur
General Manager: Danny Colgan

Background

The purpose of the report is to recommend that the Council endorse the draft Municipal Early Years Plan (MEYP) 2015-2021 for the purposes of community engagement.

A MEYP is a local area plan that provides a future vision and strategic direction for the municipality in the development, enhancement, coordination and planning of services for families and children aged from birth - 12 years. Moorabool's draft MEYP is a six year strategy that provides the framework for the future planning of Services and Infrastructure for Moorabool families and children.

It is informed by Bronfenbrenner's (1994) ecological systems model, with children and families at its centre. Critical to its success is the importance of subsequent layers of the system, comprising the local community, including key issues, drivers and trends impacting on the community; and the broader political, economic and social context, including State, Federal and global initiatives and perspectives.

Moorabool's MEYP is a Council initiated plan, developed in collaboration with local child and family service providers. As such, the plan serves as both an inspirational document and a practical tool to guide the actions of Council and non-Council child and family service providers in the municipality, to ensure Moorabool Shire is a great place for families to live, work and bring up their children.

Following an analysis of data obtained through the consultation process, four key themes were identified. They are:

A sense of place: Children and families enjoy getting out and about in their local community, and making connections with the community and the environment.

The environment matters: Taking care and fostering a sustainable natural environment is especially important to children, who expressed an appreciation of nature and animals.

Feeling heard and having choices: Having a greater say about issues impacting on their lives was important to children and families, as is having a choice of services, programs and facilities.

An active community: Children and families enjoy being active in their local community, and making use of the range of sports and recreational facilities available.

Based on these key themes, four priority areas were identified as follows:

1. More available and accessible services;
2. Connecting and working together;
3. An improved and sustainable built environment; and
4. Consulting and communicating with community.

Local Government in Victoria has a primary role to ensure that services and infrastructure provided to children and families are well planned and respond in a way that meets the needs of the local community.

It is recognised that in Moorabool, services are varied and provided by a range of agencies and organisations, including Council, private and community organisations and agencies. Whilst Council is not a direct provider of all services provided to families and children it does have a direct role in planning, and influencing the delivery of services to families and children in the Moorabool community.

Council's role in services for families and children is as follows:

- **FACILITATE** the strategic planning, development and management of services for families and children to cater for identified current and future community needs.
- **PROVIDE** Early Years infrastructure and services through direct funding, shared funding, and facilitated funding arrangements.
- **SUPPORT** community groups, service providers, and other stakeholders with the development and enhancement of services for families and children.
- **WORK** with the community, service providers, education sector, and private and government sectors, to ensure that facilities, programs and services for families and children, meet the needs of the community.
- **ADVOCATE** - provide leadership to the community when advocating to potential service providers, State and Federal government departments and funding bodies.
- **CHILDREN'S VOICES** - facilitate a coordinated approach in engaging with children to ensure a partnership approach with agencies and Council service units. A significant focus on engagement with children will underpin the key roles of Council's Early Years unit.
- **NETWORKS** - facilitate networks and partnerships with government and non-government agencies, to deliver programs and services to families and children in an integrated and coordinated manner.

The draft strategy includes an action plan to ensure the key recommendations are progressed and reviewed annually.

Policy Implications

The 2013 - 2017 Council Plan provides as follows:

Key Result Area	Community Wellbeing
Objective	Inclusive, responsive and accessible community service

Strategy

Work in partnership with government and non-government service providers to delivery early years facilities and services.

The proposed Draft MEYP is consistent with the 2013-2017 Council Plan.

Financial Implications

The Draft Moorabool Early Years Plan 2015 - 2021 contains an action plan outlining key strategies and actions to be implemented over the next six years. Officers will continue to work with other agencies, source funding and resource opportunities both internally and externally including collaborative partnerships with other service providers to implement the action plan.

Risk & Occupational Health & Safety Issues

Risk Identifier	Detail of Risk	Risk Rating	Control/s
Community Needs	Service gaps if priorities in strategy are not implemented	High	Future strategic planning for high priority recommendations identified in context of other priorities
Financial	Inadequate resources to support the implementation of the plan	Low	Business cases will be prepared for consideration in future Council budgets along with applications for external funding. Partnerships resulting in-kind contributions. Secured additional resources to support implementation of the plan through establishing project linkages
People	Low level involvement of services	Medium	Partnerships developed with key agencies. Working on shared initiatives that support the outcomes of the MEYP and partner agency.

Communications and Consultation Strategy

Community Engagement was undertaken with children, parents and external agency staff to inform the preparation of the draft strategy. A mixed methodological approach was applied to inform the development of the MEYP. Central to this approach was community consultation with key stakeholders. A total of 676 people participated in the community consultations. This included 301 children, 271 families and 104 service providers. Stakeholders were kept informed about the development of the MEYP through a series of newsletters distributed throughout the consultation process.

The draft plan will be placed on public exhibition for four weeks. The exhibition of the draft plan will involve:

- The Have Your Say website, Council's on-line engagement portal;
- Making copies of the draft plan available at Council's Customer Service locations, Lerderderg Library, Ballan Library and all rural library sites;
- Providing a copy of the draft plan to members of the Moorabool and Schools Together (MAST) network, external agencies, education and training providers, other community groups and organisations, State and Federal Government and adjoining municipalities.
- Posts on the new Moorabool Families and Children Facebook page

The process for submissions will be advertised through local newspapers and other communication processes i.e. email groups and Council's website.

Victorian Charter of Human Rights and Responsibilities Act 2006

In developing this report to Council, the officer considered whether the subject matter raised any human rights issues. In particular, whether the scope of any human right established by the Victorian Charter of Human Rights and Responsibilities is in any way limited, restricted or interfered with by the recommendations contained in the report. It is considered that the subject matter does not raise any human rights issues.

Officer's Declaration of Conflict of Interests

Under section 80C of the Local Government Act 1989 (as amended), officers providing advice to Council must disclose any interests, including the type of interest.

General Manager – Danny Colgan

In providing this advice to Council as the General Manager, I have no interests to disclose in this report.

Author – Sharon McArthur

In providing this advice to Council as the Author, I have no interests to disclose in this report.

Conclusion

The Draft Moorabool Early Years plan is a six year plan that provides the framework for the future planning and provision of services for families and children in the Shire and encourages a greater focus on engagement and connectedness in partnership with a range of other external service providers.

The Draft Municipal Early Years Plan was considered at a meeting of the Social Development Committee of Council on the 18 March 2015 with a recommendation by the Committee that it requests that the draft Municipal Early Years Plan (with any identified amendments) be presented to the April Ordinary Meeting of Council for endorsement for the purposes of community exhibition for a period of four weeks.

Recommendation:

That Council:

1. Endorses “in principle” the Draft Municipal Early Years Plan for the purposes of public exhibition for a period of four (4) weeks;
2. Requests a further report to be presented at the conclusion of the community engagement.

Report Authorisation

Authorised by: 

Name: Danny Colgan
Title: General Manager Community Services
Date: Thursday, 19 March 2015

10.3.4 Community Grants Program Summer 2015

Introduction

File No.: 06/03/004
Author: Kate Diamond-Keith
General Manager: Danny Colgan

Background

The purpose of this report is to present the Council with an assessment of applications received under the Summer 2015 round of Community Grants.

Community grants totalling \$140,000 per annum are available in two separate funding rounds of \$70,000 each. The Summer round of the Community Grants Program opened on 1 February and closed on 28 February 2015.

At the Ordinary Council Meeting on Wednesday 4 September 2013, the Council adopted the revised Community Grants Policy and Guidelines. The policy will be reviewed again in 2016. The Summer 2015 Community Grant Program represents the fourth round under the revised Community Grant Policy.

Council's Community Grants program enables not for profit community groups to apply for funding under the following three program categories:

- " Community Strengthening Grants: Community projects, programs and initiatives with a specific focus on connecting communities and building community capacity (\$50,000 available per round).
- " Events Grants: Non-recurrent, seed funding designed to encourage and promote the development of sustainable local events (\$10,000 available per round).
- " Arts Grants: Supporting local artists and organisations to use a creative approach to the development of community projects and initiatives (\$10,000 available per round).

Community groups and organisations can apply for up to \$5,000 for Community Strengthening Grants and up to \$3000 for Arts and Events Grants. Groups also need to demonstrate a cash or in-kind contribution toward the cost of their project on a ratio of \$1 for \$1 (Council \$1: Group \$1). Small Community Strengthening Projects under \$1,000 are not required to demonstrate a contribution.

The categories under the Community Grants Program recognise the diverse range of activities that community groups in Moorabool are engaged in and the areas in need of financial support from Council.

The Community Grants Program Policy Guidelines state that applicant groups must demonstrate the support of the committee responsible for management of the proposed facility/service. This includes demonstrating that proposed projects are consistent with the service or facilities Master Plan, Strategic Plan or Business Plan.

Grants available \$70,000

Policy Assessment Criteria:

- a. Project Description and why the applicant wants to do the project . 10%
- b. What will this project achieve? . 20%
- c. Why is this project needed in your community? . 20%
- d. Who will be involved in the project? 15%
- e. How will you carry out your project? (including risk management) . 15%
- f. Project budget and explanation of how the group arrived at the costs? 20%

Each criterion is given a score between 0 and 10 and this score is weighted according to the criteria percentage. The maximum possible score for any application is 100.

Application Support

The Community Grants Program Policy specifies that applicant groups are encouraged to meet with a Community Development Officer prior to lodging an application. The majority of applicant groups for the Summer 2015 round of Community Grants received support and advice from Community Development Officers.

Number of applications and amount requested

In total, 33 applications were received across the three program categories: Community Strengthening (29), Events (0) and Arts (4). A total of \$121,770 was requested with \$70,000 available. (\$50,000 for Community Strengthening, \$10,000 for Events, \$10,000 for Arts)

Category	Applications Received	Amount Requested	Amount recommended	Amount Available
Community Strengthening	29	\$114,800	\$63,800	\$50,000.00
Events	0	\$0	\$0	\$10,000.00
Arts	4	\$6,970.00	\$6,000.00	\$10,000.00
Total	33	\$121,770	\$70,800	\$70,000.00

Council received zero applications for the events funding category due to a variety of combining factors, including tourism grants available through Councils Economic Development and Marketing Department, some groups being ineligible due to having received funding from the program two successive years in a row and also lower numbers of events planned between May and September. It is expected that more applications will be received in the Winter 2015 round.

External funding available

The following table represents external funding available to applicants:

Group	Funding Available	Comment
Bungaree Historical Society	ANZAC, Department of Veterans Affairs	The applicant group have received funding from this funding program and are requesting additional funding from the Council to support this project.
Bacchus Marsh State Emergency Service	Department of Justice and Regulation Volunteer Emergency Services Equipment Program	Officers propose to advise the group to apply for this program. If unsuccessful the group can reapply in Winter 2015 round
Blackwood Crown Reserves Committee of Management	Regional Development Victoria, Putting Locals First Program	This group have received funding from Council (Woodland Ward Reserve Funds) at the 4 th March Council meeting. Officers propose that the group apply for leverage funds through the State Government program to match the Council funding. If unsuccessful the group can reapply in the Winter 2015 round

The Bungaree Historical Society was successful in obtaining funding from the Victorian Veterans Council to undertake a project to install an ANZAC monument at Bungaree. As the funding did not fully cover the costs of the project the group has applied for the remaining funds through the Summer 2015 Community Grants Program. The Council has funded previous applicants in previous rounds under the same circumstances.

Grants are available through the Victorian Governments Volunteer Emergency Services Equipment Program (VESEP). The program provides local emergency services volunteer groups access to grants for operational equipment, vehicles, trucks, tankers, watercraft, trailers and minor facility improvements. It offers grants up to a maximum of \$100,000 excluding GST. The VESEP will contribute \$2 for every \$1 of funding contributed by the local volunteer group.

The Victorian Governments Putting Locals First Program is designed to enable regional communities to devise and deliver service and infrastructure responses which reflect local priorities. Grants of up to \$500,000.00 are available for improved infrastructure facilities and services.

Assessment

Assessment of applications was conducted by a panel of officers and ranked according to the extent to which the application addressed Council's policy assessment criteria.

Proposal

Due to the under subscription of the Community Events and Arts categories, it is proposed that the remaining funds of \$10,000 from Events Grants and proposed unallocated funds from Arts grants category (\$4,000), be allocated to fund Community Strengthening projects for the Summer 2015 round. As a result, council will have the opportunity to fund 19 out of 29 community strengthening projects.

Based on the above process and funding criteria, it is proposed that the Council allocate the grants for the Summer 2015 round of Community Grants as follows:

Community Strengthening Grants:

Groups demonstrating Council Policy criteria of, or better than, a score of 70.10 may be provided with funding if Council so determine.

<i>Name of Organisation</i>	<i>Project Name</i>	<i>Brief Description of Project</i>	<i>Requested Amount</i>	<i>Project Total Value</i>	<i>Progressive Total</i>	<i>Policy Score</i>	<i>Previous Community Grant awarded</i>
Gordon Football Netball Club	Multipurpose Room Upgrade	Upgrade of carpet and installation of blinds in the multipurpose room of the Gordon Football Netball Club.	\$4,420	\$8,840	\$4,420	88.20	Winter 2013
Avenue Bowling Club Incorporated	Jack Attack Project	Purchase of 6 sets of Jack Attack bowls for use by new junior members of the club.	\$2,000	\$2,670	\$6,420	87.90	No
Bacchus Marsh Pony Club	Trailer for Show Jumping Equipment	To construct two purpose built trailers that provide a safe and easy way of storing and moving show jumping equipment around the pony club grounds.	\$5,000	\$12,600	\$11,420	87.60	Winter 2013

<i>Name of Organisation</i>	<i>Project Name</i>	<i>Brief Description of Project</i>	<i>Requested Amount</i>	<i>Project Total Value</i>	<i>Progressive Total</i>	<i>Policy Score</i>	<i>Previous Community Grant awarded</i>
Rotary Club of Bacchus Marsh	Rotary Moorabool Ambassador Awards	A 9 month ambassador awards program for participants to connect with their community, engage in fundraising activities, mentoring, leadership skills development and volunteering activities.	\$5,000	\$25,000	\$16,420	85.90	No
Elaine Fire Brigade	Community Meeting Room	Complete fit out of multiuse meeting room attached to the Elaine fire station. This includes the installation of a kitchen facility, office storage and general meeting room for use by the broader community.	\$5,000	\$50,000	\$21,420	82.20	No
Darley Primary School Parents and Friends Association	Tuning Into Kidsq Support Program for Parents in Darley	The project is to deliver the Tuning in to Kidsq parenting program free of charge to interested parents in the Moorabool Shire. Tuning in to Kidsqs a 6 week parenting program.	\$2,260	\$4,520	\$23,680	80.55	No

<i>Name of Organisation</i>	<i>Project Name</i>	<i>Brief Description of Project</i>	<i>Requested Amount</i>	<i>Project Total Value</i>	<i>Progressive Total</i>	<i>Policy Score</i>	<i>Previous Community Grant awarded</i>
Darley Football Netball Club	Office Space for Club Rooms	Installation of an office area to enable clubs to operate in a more efficient and professional manner.	\$4,890	\$9,780	\$28,570	78.30	No
Ballan Golf Club	Junior Golf Development Initiative	A promotion and training campaign aimed at young people to encourage participation by juniors in this sport.	\$5,000	\$10,000	\$33,570	75.20	No
Wallace Recreation Reserve	Tractor Upgrade	Purchase of a new tractor to ensure the grounds are maintained.	\$5,000	\$17,160	\$38,570	74.75	No
Saints Junior Basketball Club (Bacchus Marsh)	Uniforms	Purchase of new uniforms to support increased participation at the club	\$1,000	\$3,000	\$39,570	74.55	No
Relay for Life	Advertising Sign	Purchase new signage to replace stolen sign.	\$1,000	\$1,371	\$40,570	74.50	No

<i>Name of Organisation</i>	<i>Project Name</i>	<i>Brief Description of Project</i>	<i>Requested Amount</i>	<i>Project Total Value</i>	<i>Progressive Total</i>	<i>Policy Score</i>	<i>Previous Community Grant awarded</i>
Gordon Public Hall	Audio Visual Equipment	Installation of an audio visual system to enhance the usability of the hall for the community.	\$3,440	\$7,410	\$44,010	73.80	No
Moorabool Partnerships Project Group (Bacchus Marsh Community Unlimited)	Moorabool Partnerships Project	A community expo to support local community groups and organisations to connect, network and enable them to share ideas and resources.	\$5,000	\$14,000	\$49,010	73.20	No
Bungaree Historical Society	ANZAC Commemorative Memorial	To erect a monument and flag pole for the Bungaree district.	\$4,000	\$10,200	\$53,010	72.20	No
Ballan Fire Brigade	Installation of Audio Visual Equipment	Installation of audio visual equipment for training for volunteers.	\$5,000	\$11,341	\$58,010	71.95	No
St Andrews Playgroup (Bacchus Marsh)	St Andrew Playgroup Hall	Repainting of the hall area used for the playgroup programs.	\$1,000	\$1,000	\$59,010	71.30	No
Elaine Cricket Club	Community Sports Skills Development	The purchase of a ball throwing machine to provide skills development training to club members.	\$2,716	\$5,432	\$61,726	71.20	No

<i>Name of Organisation</i>	<i>Project Name</i>	<i>Brief Description of Project</i>	<i>Requested Amount</i>	<i>Project Total Value</i>	<i>Progressive Total</i>	<i>Policy Score</i>	<i>Previous Community Grant awarded</i>
Ballan Angling Club	Equipment Upgrade	Purchase of a lap top computer and printer to support the clubs development and promotion.	\$900	\$900	\$62,626	70.80	No
St Johns Ambulance Djerriwarrh	Emergency Marquee	Purchase of a marquee to support volunteers to provide first aid services to the community at events.	\$2,174	\$4,174	\$64,800	70.10	No
Coimadai Primary School	Coimadai Community ANZAC Memorial Garden	A memorial garden at Coimadai Primary School featuring a plaque with diggers names from the 1st and 2nd World Wars.	\$5,000	\$11,500	\$69,800	62.95	No
Moorabool Catchment Landcare Group	Moorabool Dung Beetles	A project to improve soil health in rural areas by introducing a dung beetle into the soil.	\$5,000	\$10,000	\$74,800	61.90	No
Blackwood Special Schools Outdoor Education Centre	Wheels High in the Sky	Purchase of suitable wheelchairs to provide access for all to the high ropes course and flying fox at Blackwood Special School.	\$5,000	\$12,064	\$79,800	61.30	Winter 2013

<i>Name of Organisation</i>	<i>Project Name</i>	<i>Brief Description of Project</i>	<i>Requested Amount</i>	<i>Project Total Value</i>	<i>Progressive Total</i>	<i>Policy Score</i>	<i>Previous Community Grant awarded</i>
Darley Junior Football Netball Club	Improved Seating	Installation of seating for players and spectators at the ground.	\$5,000	\$12,750	\$84,800	60.10	No
Bacchus Marsh Golf Club	Relocation of Practice Nets	Upgrade of practice nets and relocation to support use by members.	\$5,000	\$10,000	\$89,800	60.05	No
Bacchus Marsh State Emergency Service	Volunteer Safety Upgrade	Purchase of volunteers safety equipment to support volunteers working in the field.	\$5,000	\$1,213	\$94,800	60.00	No
Blackwood Crown Reserves	Hall Floor	Replacement of hall floor due to current safety issue.	\$5,000	\$44,000	\$99,800	59.60	No
Child and Family Services Moorabool	Healing Equine Assisted Learning Program	An early intervention program aimed at young people in crisis from 7-17 years.	\$5,000	\$16,958	\$104,800	59.15	No
Blackwood Indoor Bowling Club	Equipment Upgrade	Purchase of equipment to enable indoor bowling at the Blackwood Hall	\$5,000	\$7,397	\$109,800	58.00	No

<i>Name of Organisation</i>	<i>Project Name</i>	<i>Brief Description of Project</i>	<i>Requested Amount</i>	<i>Project Total Value</i>	<i>Progressive Total</i>	<i>Policy Score</i>	<i>Previous Community Grant awarded</i>
Lady Northcote Association Incorporated	Restoration of Bathrooms	Restoration of the bathrooms at the camp, which is the last stage in a heritage restoration project for this facility.	\$5,000	\$11,000	\$114,800	57.65	No
TOTAL			\$114,800	336,280			

Events Grants:

There were no applications to this category in this round.

Arts Grants:

Groups demonstrating Council Policy criteria of, or better than a score of 76.38 may be provided with funding if Council so determine.

<i>Name of Organisation/Artist</i>	<i>Project Name</i>	<i>Brief Description of Project</i>	<i>Requested Amount</i>	<i>Project Total Value</i>	<i>Progressive Total</i>	<i>Policy Score</i>	<i>Previous Community Grant awarded</i>
U3A Art Group	U3A Art Group	Purchase of art supplies and equipment to support an exhibition by the U3A art group.	\$1,000.00	\$1,000.00	\$1,000.00	80.13	Winter 2014

<i>Name of Organisation/Artist</i>	<i>Project Name</i>	<i>Brief Description of Project</i>	<i>Requested Amount</i>	<i>Project Total Value</i>	<i>Progressive Total</i>	<i>Policy Score</i>	<i>Previous Community Grant awarded</i>
Wombat Regional Arts	Dream Skills Winter Workshops	Wombat Regional Arts Network hope to increase the level of arts participation by running Winter Workshops in Ballan, sourcing Master Class level tutors for creative skills which are unique, inspiring, and exciting.	\$3,000.00	\$6,000.00	\$4,000.00	78.31	No
Gordon Public Hall	Arts Workshops	Provision of art workshops for local residents in Gordon, due to increasing community interest and participation in the arts.	\$2,000.00	\$4,600.00	\$6,000.00	76.38	No
Parents and Community Committee Gordon	Aprons and Screen-printing for Kids	Purchase of aprons for school children for cooking and art classes.	\$970.00	\$1,340.00	\$6,970.00	59.13	No
Total			\$6,970.00	\$12,940.00			

Policy Implications

The 2013 - 2017 Council Plan provides as follows:

Key Result Area	Community Wellbeing
Objective	Community Self Reliance
Strategy	Provide community development support and partnership projects

The proposed allocation of grants under the Community Grants Summer 2015 Program is consistent with the 2013-2017 Council Plan.

Financial Implications

Consistent with the Community Grants Policy and 2014/15 budget allocation, a total of \$70,000 is available for allocation in the Summer 2015 round: \$50,000 for Community Strengthening, \$10,000 for Events, \$10,000 for Arts. The total of grants being recommended for allocation in this round is \$70,800.

Risk & Occupational Health & Safety Issues

Risk Identifier	Detail of Risk	Risk rating	Control/s
Project timelines	Grant recipients exceeding prescribed timelines	Medium	<ul style="list-style-type: none"> - Terms and conditions agreements required to be signed by grant recipients - Scheduled monitoring of projects
Financial	Grant recipients appropriate expenditure of Council funds	Medium	<ul style="list-style-type: none"> - Terms and conditions agreements required to be signed by grant recipients - Grant acquittal required upon completion of projects

Community Engagement Strategy

Level of Engagement	Stakeholder	Activities	Location	Date	Outcome
Consult	Community Groups	Meetings with applicant groups	Various	February 2015	Applicants groups supported to submit applications

Communications and Consultation Strategy

Applicants for the Summer 2015 round of Community Grants Program will be advised in writing that they will be notified of the outcomes of their grant applications in May 2015.

Community Development Officers will provide feedback to unsuccessful applicant groups via meetings or phone contact. Feedback will include:

- “ Advice to applicant groups of the relative strengths and areas for improvement in their Community Grant applications
- “ Options for alternative funding
- “ Supporting a group to re-lodge their application in the next appropriate round of Community Grants Program

Victorian Charter of Human Rights and Responsibilities Act 2006

In developing this report to Council, the officer considered whether the subject matter raised any human rights issues. In particular, whether the scope of any human right established by the Victorian Charter of Human Rights and Responsibilities is in any way limited, restricted or interfered with by the recommendations contained in the report. It is considered that the subject matter does not raise any human rights issues.

Officer's Declaration of Conflict of Interests

Under section 80C of the Local Government Act 1989 (as amended), officers providing advice to Council must disclose any interests, including the type of interest.

General Manager – Danny Colgan

In providing this advice to Council as the General Manager, I have no interests to disclose in this report.

Author – Kate Diamond-Keith

In providing this advice to Council as the Author, I have no interests to disclose in this report.

Conclusion

Applications received under the Summer 2015 round of Community Grants are reflective of the diverse range of activities that community groups are engaged in and the areas in need of financial support from Council. In total, 33 applications were received across the three program categories: Community Strengthening (29), Events (0) and Arts (4).

This is the fourth round of Community Grants under the revised Community Grants Policy and Guidelines adopted by the Council on the 4 September 2013. Whilst there were fewer applications received in this round, than the previous round, including no applications to the Events Category, the standard of applications was very high. Therefore, officers have recommended that the allocation to the Events Category and proposed unallocated funds in the Arts Category be allocated to projects in the Community Strengthening Category. This may allow the Council to provide funding to more projects in this round.

Recommendation:

1. **That the Council Allocates the following grants in the Community Strengthening Grant category.**

Name of Organisation	Project Name	Recommended Amount
Gordon Football Netball Club	Multipurpose Room Upgrade	\$4,420
Avenue Bowling Club Incorporated	Jack Attack Project	\$2,000
Bacchus Marsh Pony Club	Trailer for Show Jumping Equipment	\$5,000
Rotary Club of Bacchus Marsh	Rotary Moorabool Ambassador Awards	\$5,000
Elaine Fire Brigade	Community Meeting Room	\$5,000
Darley Primary School Parents and Friends Association	Tuning Into Kids Support Program for Parents in Darley	\$2,260

Name of Organisation	Project Name	Recommended Amount
Darley Football Netball Club	Office Space for Club Rooms	\$4,890
Ballan Golf Club	Junior Golf Development Initiative	\$5,000
Wallace Recreation Reserve	Tractor Upgrade	\$5,000
Saints Junior Basketball Club (Bacchus Marsh)	Uniforms	\$1,000
Relay for Life	Advertising Sign	\$1,000
Gordon Public Hall	Audio Visual Equipment	\$3,440
Moorabool Partnerships Project Group (Bacchus Marsh Community Unlimited)	Moorabool Partnerships Project	\$5,000
Bungaree Historical Society	ANZAC Commemorative Memorial	\$4,000
Ballan Fire Brigade	Installation of Audio Visual Equipment	\$5,000
St Andrews Playgroup (Bacchus Marsh)	St Andrew Playgroup Hall	\$1,000

Name of Organisation	Project Name	Recommended Amount
Elaine Cricket Club	Community Sports Skills Development	\$2,716
Ballan Angling Club	Equipment Upgrade	\$900
St Johns Ambulance Djerriwarrh	Emergency Marquee	\$2,174
Total		\$64,800

2. That the Council allocates the following grants in the Community Arts Grant category

Name of Organisation/Artist	Project Name	Recommended Amount
U3A Art Group	U3A Art Group	\$1,000.00
Wombat Regional Arts	Dream Skills Winter Workshops	\$3,000.00
Gordon Public Hall	Arts Workshops	\$2,000.00
Total		\$6,000

3. That all applicants be notified in writing of the outcome of their application.
 4. That Council staff provide feedback to unsuccessful groups and provide suggestions for alternative funding, or how the group may choose to improve and re-develop their application for submission to the next appropriate round of the Community Grants Program.
-

Report Authorisation

Authorised by: 

Name: Danny Colgan
Title: General Manager Community Services
Date: Wednesday, 18 March 2015

10.4 INFRASTRUCTURE SERVICES

10.4.1 Draft Sealing of Unsealed Roads Policy

Introduction

File No.: IS001
Author: Phil Jeffrey
General Manager: Phil Jeffrey

Background

Council is responsible for the management of over 560km of unsealed roads throughout the Shire and regularly received requests to upgrade roads to a sealed surface.

A policy is required to ensure requests are dealt with in a consistent manner and to guide Council and officers in decision making in relation to sealing of unsealed road requests. Essentially, Council will consider the upgrading of unsealed roads where the road meets the warrants and the Sealing of Unsealed Roads Policy that outlines the criteria by which an assessment of the need for the upgrade will be made.

The draft Sealing of Unsealed Roads Policy was presented to the Section 86 Place Making Committee on Wednesday 11 March 2015, where the following was resolved:

That the Section 86 Place Making Committee:

1. *Receives the draft Sealing of Unsealed Roads Policy for the purpose of review and feedback to officers.*
2. *Requests that the document be amended in Section 2.4.*
3. *Requests that the draft policy (as amended) be presented to the next Ordinary Meeting of Council to lay on the table prior to adoption.*

Proposal

Council receives regular requests for sealing of unsealed roads, and the existence of a formal Council policy contributes greatly to the speed with which such requests can be addressed.

The purpose of this policy is to:

- Establish clear guidelines and principles for the assessment of warrants and cost apportionment for upgrading unsealed roads to sealed road status.
- Facilitate the application of equitable and reasonable principles when determining whether an unsealed road should be sealed.
- Provide guidance to Council and officers to manage and evaluate requests to seal unsealed roads.
- Establish the criteria for determining and prioritising which unmade roads are to be considered for construction on an objective needs basis within the scope of Council budget affordability.

Consideration

The policy protocol relating to the consideration of items which affect beyond the current year is applied for consideration of matters whose impact or influence will extend to directly affect the activities and/or financial planning of Council for a period beyond the term of the Current Council Budget, and whether relating to Council policy pronouncements or specific projects.

Policy Implications

The 2013 - 2017 Council Plan provides as follows:

Key Result Area	Enhanced Infrastructure and Natural and Built Environment
Objective	Ensure current and future infrastructure meets the needs of the community
Strategy	Construct physical infrastructure to appropriate standards

The proposal is consistent with the 2013-2017 Council Plan.

Financial Implications

There are no financial implications associated with the recommendation within this report.

Where a road is assessed as meeting the warrants for sealing, it would form a new project for inclusion in Council's long term capital program for consideration or trigger a possible special charge scheme.

Risk & Occupational Health and Safety

There are no direct Risk or Occupational Health and Safety issues associated with the recommendation within this report.

Communications Strategy

There is no requirement for a communications strategy associated with the recommendation within this report. Following the policy being formally adopted, a copy will be placed on Council's website.

Victorian Charter of Human Rights and Responsibilities Act 2006

In developing this report to Council, the officer considered whether the subject matter raised any human rights issues. In particular, whether the scope of any human right established by the Victorian Charter of Human Rights and Responsibilities is in any way limited, restricted or interfered with by the recommendations contained in the report. It is considered that the subject matter does not raise any human rights issues.

Officer's Declaration of Conflict of Interests

Under section 80C of the Local Government Act 1989 (as amended), officers providing advice to Council must disclose any interests, including the type of interest.

General Manager – Phil Jeffrey

In providing this advice to Council as the General Manager, I have no interests to disclose in this report.

Author – Phil Jeffrey

In providing this advice to Council as the Author, I have no interests to disclose in this report.

Conclusion

Council is responsible for the management of over 560km of unsealed roads throughout the Shire and regularly received requests to upgrade roads to a sealed surface.

A policy is required to ensure requests are dealt with in a consistent manner and to guide Council and officers in decision making in relation to sealing of unsealed road requests.

Following a review process, the attached revised Sealing of Unsealed Roads Policy has been prepared for consideration and it is recommended that the policy now lay on the table for further consideration at the next Ordinary Meeting of Council.

Recommendation:

That Council, in accordance with the Moorabool Shire Council Policy Protocol – ‘Consideration of Items which Affect beyond the Current Year’, the following Sealing of Unsealed Roads Policy (Number IS001) as attached, now lay on the table for further consideration at the next Ordinary Meeting of Council.

Report Authorisation

Authorised by:

Name: Phil Jeffrey

Title: General Manager Infrastructure

Date: Wednesday, 25 March 2015

10.4.2 Draft Gordon Infrastructure Study

Introduction

File No.: ENG16-2013/14
Author: Sam Romaszko
General Manager: Phil Jeffrey

Background

The Gordon Infrastructure Study is a project that was funded in the 2014/15 budget. The scope of the project is to provide a strategy for future road, drainage and footpath networks required in the township due to anticipated growth from recent sewerage and development of a Structure Plan.

The Study also provides a strategy for the implementation of infrastructure, specifically the road, footpath and drainage networks and a methodology that may see development possibly contribute to upgrades as appropriate. It is proposed to use the study as a tool to implement infrastructure upgrades going forward, as well as for strategic planning purposes.

The draft Gordon Infrastructure Study was presented to the Section 86 Place Making Committee on Wednesday 11 March 2015, where the following was resolved:

That the Section 86 Place Making Committee:

- 1. Receives the draft Gordon Infrastructure Study (13 February 2015) for the purpose of review and feedback to officers.*
- 2. Requests that the document be amended in accordance with the minutes of this meeting.*
- 3. Requests that the draft Gordon Infrastructure Study (as amended) be presented to a future Ordinary Meeting of Council for the purpose of public exhibition.*

Proposal

The recent implementation of the reticulated sewerage system by Central Highlands Water of the core township area, together with the adoption of the Structure Plan for Gordon on 01 June 2011 is likely to see anticipated growth within the township.

The Structure Plan Amendment (currently awaiting approval) is introducing a minimum lot size of 800 square metres in the township due to the limited capacity of the sewerage system. It is possible that Council will receive proposals for more intensive residential development, infill development and increased densities of residential and other development in the areas that have been seweraged.

It is anticipated that as a result of the projected growth, Council will encounter increasing pressures on the road, drainage and pedestrian networks from the community. Further, it is expected that this growth will occur at random locations and be small scale with some subdivisions relying on infrastructure connections that will not be in place.

The study area generally considers the central Gordon Township. This is defined by St. Patrick's School to the west, Gordon Recreation Reserve to the east, Nightingale Street to the south and the Old Western Highway/Lyndhurst Street intersection to the north.



Figure 1 Study Area

A review of the road, pathway and drainage networks has been undertaken. A nominated road network hierarchy has been proposed for the Gordon Township and takes into account the form and function of each road connection. Consideration has been given to of traffic volumes, road reserve width and its role in providing local or regional connections.

The Moorabool Hike and Bike Strategy provides guidance relating to potential future pedestrian and bicycle connections with the township along pedestrian desire lines. The study highlights a number of pedestrian connections that Council should consider that would complete logical connections within Gordon Township between educational, recreational and commercial areas, and to public transport stops.

Assessment of the drainage network in the town and calculation of catchment stormwater volumes has occurred. This has identified drainage upgrades and trunk mains for existing and future development, resulting in a number of key recommendations and upgrades that will be required throughout the township.

Policy Implications

The 2013 - 2017 Council Plan provides as follows:

Key Result Area	Representation and leadership of our community
Objective	Advocate for services and infrastructure that meets the Shire's existing and futures needs
Strategy	Advocate on behalf of the community to improve services and infrastructure within the Shire

The proposal to endorse the Gordon Infrastructure Study is consistent with the 2013-2017 Council Plan.

Financial Implications

The Gordon Infrastructure Study is fully funded by Council and there are no direct financial implications to completing or endorsing it. All projects would be referred to the capital program and if any recommendations are to be funded, there are multiple financial commitments to the capital, maintenance and operation costs that would need to be considered by MSC along with the initial and ongoing cost to land owners and developers. This would depend on the capital expenditure required that is outlined in the report. It should be noted that not all works will be required immediately and will depend on the rate of growth.

Risk & Occupational Health & Safety Issues

There are no direct Risk or Occupational Health and Safety issues that need to be considered as part of this report.

Community Engagement Strategy

Through the 2041 community engagement session held on Thursday 26 February 2015, general discussion relating to infrastructure requirements within the township of Gordon was discussed and feedback from the sessions has been considered in preparation of this report.

Communications Strategy

Once endorsed by Council, the draft study will be advertised for comments on the Moorabool Shire website, Have Your Say Moorabool website and in the Moorabool News.

Victorian Charter of Human Rights and Responsibilities Act 2006

In developing this report to Council, the officer considered whether the subject matter raised any human rights issues. In particular, whether the scope of any human right established by the Victorian Charter of Human Rights and Responsibilities is in any way limited, restricted or interfered with by the recommendations contained in the report. It is considered that the subject matter does not raise any human rights issues.

Officer's Declaration of Conflict of Interests

Under section 80C of the Local Government Act 1989 (as amended), officers providing advice to Council must disclose any interests, including the type of interest.

General Manager – Phil Jeffrey

In providing this advice to Council as the General Manager, I have no interests to disclose in this report.

Author – Sam Romaszko

In providing this advice to Council as the Author, I have no interests to disclose in this report.

Conclusion

The township of Gordon has recently been sewered and a structure plan prepared to guide future development in the town. A subsequent infrastructure study has been required to help guide future road, pedestrian and drainage networks within the town as it develops over time.

Recommendation:


That Council:

- 1. Endorse in principle the draft Gordon Infrastructure Study for the purposes of public exhibition for a period of four weeks.**
- 2. Receive a further report at the conclusion of the exhibition period seeking adoption of the Gordon Infrastructure Study.**

Report Authorisation

Authorised by:

Name: Phil Jeffrey
Title: General Manager Infrastructure
Date: Wednesday, 25 March 2015



10.4.3 Bacchus Marsh Primary School Parking Study

Introduction

File No.: 435950 (1)
Author: Sam Romaszko
General Manager: Phil Jeffrey

Background

A traffic investigation into the existing parking opportunities in the vicinity of Bacchus Marsh Primary School (Lerderderg Street, Bacchus Marsh) has been undertaken following a Notice of Motion presented at OMC on 04 July 2014 as detailed below;

Resolution Crs. Dudzik/Edwards

That Council Officers write a report and provide an assessment of the proposal and also other options to alleviate traffic issues at Bacchus Marsh Primary School which may include allowing Bacchus Marsh Primary School to use Masons Lane Reserve as a possible additional school pick up and drop off point, to reduce school traffic and improve safety. That this officer report and recommendation return to Council for consideration at a Bacchus Marsh Ordinary Council Meeting.

CARRIED.

The investigation has reviewed existing access and parking arrangements at the site, the utilisation of proximate on-street parking opportunities during the morning and afternoon collection periods, and the localised impact which school generated vehicle movements have on the abutting street network.

Proposal

To understand the current parking issues within the vicinity of Bacchus Marsh Primary School, the site was visited during the peak morning and afternoon activity periods, undertaking parking utilisation surveys and making contact with school representatives to gain an understanding of existing operating conditions.

Key observations at the primary school site indicate that:

- The long-term parking demand generated by the primary school currently exceeds the on-site parking provision.
- The collection activity associated with the school exceeds the capacity of the existing on-site set-down and collection area and queue back onto Young Street, exacerbated by the current configuration.
- Collection parking demands generated by the school spills extensively to the surrounding street network.

The report demonstrated a shortfall in parking supply available to the primary school. This shortfall is generally associated with limited street frontage of the Primary School and contained road reserve widths that limit opportunities for on street parking. Limitations such as these are characteristic of school sites and are exacerbated during peak drop off and pick up times.

A number of options have been presented within the report for consideration;

Masons Lane Recreation Reserve

Masons Lane Recreation Reserve (Masons Lane) is located north of Bacchus Marsh Primary School and abuts the site. The Masons Lane Masterplan identifies a number of car parking opportunities on the site, of which Council has undertaken an engineering design that further investigates parking requirements for current user groups. The result of design work completed includes the provision of 123 parking spaces, with a number of options that could see works staged. Stage 1 of the works could include the construction of a car park on the eastern boundary and accommodate approximately 57 parking spaces.

Consideration of the Primary School utilising car parking on the site was not considered during the design process, however there is an opportunity to provide additional parking on the Masons Lane site for use by the Primary School to alleviate parking concerns. This would provide capacity for long-term parking demand that currently spills to the surrounding road network. Another opportunity may be the provision of a second set-down and collection activity for use by Bacchus Marsh Primary School.

Estimated cost of the road upgrade, car park and pedestrian link is \$470,000. Stage 1 costs is estimated to be \$350,000. It is noted the current arrangement within the reserve is not considered appropriate for use and formalisation of the car park is required.

Current set-down and collection area (off Young Street)

The current set-down and collection area at Bacchus Marsh Primary School is located off Young Street and during peak times exceeds capacity. Opportunities to increase current utilisation by revising the current layout and the provision of footpaths would see improvements to this area.

It is noted the provision of car parking for educational facilities is the responsibility of State Government. There has been no commitment by Council to fund the construction of a car park at Masons Lane, however in the event a funding opportunity arises with the State Government and a contribution of at least 60% is obtained, Council may consider funding this project.

Policy Implications

The 2013 - 2017 Council Plan provides as follows:

Key Result Area Representation and leadership of our community

Objective Advocate for services and infrastructure that meets the Shire's existing and futures needs

Strategy Advocate on behalf of the community to improve services and infrastructure within the Shire

The proposal to endorse the Bacchus Marsh Primary School Parking Study is consistent with the 2013-2017 Council Plan.

Financial Implications

It is noted the provision of car parking for educational facilities is the responsibility of State Government. There has been no commitment by Council to fund the construction of a car park at Masons Lane, however in the event a funding opportunity arises with the State Government and a contribution of at least 60% is obtained, Council may consider funding this project.

The estimated cost of the road upgrade, car park and pedestrian link is \$470,000. Stage 1 costs is estimated to be \$350,000.

Risk & Occupational Health & Safety Issues

There are existing pedestrian and traffic safety risks around Bacchus Marsh Primary School due to traffic generation at peak times during the day.

Communications Strategy

It is proposed to notify Bacchus Marsh Primary School and Masons Lane Recreation Reserve Committee of Management of the outcome of this report.

Victorian Charter of Human Rights and Responsibilities Act 2006

In developing this report to Council, the officer considered whether the subject matter raised any human rights issues. In particular, whether the scope of any human right established by the Victorian Charter of Human Rights and Responsibilities is in any way limited, restricted or interfered with by the recommendations contained in the report. It is considered that the subject matter does not raise any human rights issues.

Officer's Declaration of Conflict of Interests

Under section 80C of the Local Government Act 1989 (as amended), officers providing advice to Council must disclose any interests, including the type of interest.

General Manager – Phil Jeffrey

In providing this advice to Council as the General Manager, I have no interests to disclose in this report.

Author – Sam Romaszko

In providing this advice to Council as the Author, I have no interests to disclose in this report.

Conclusion

A traffic investigation into the existing parking opportunities in the vicinity of Bacchus Marsh Primary School (Lerderderg Street, Bacchus Marsh) has been undertaken. The report demonstrated a shortfall in parking supply available to the primary school. This shortfall is generally associated with limited street frontage of the Primary School and contained road reserve widths that limit opportunities for on street parking. Limitations such as these are characteristic of school sites and are exacerbated during peak drop off and pick up times.

An opportunity exists to consider utilising Masons Lane Recreation Reserve to provide additional parking on the Masons Lane site for use by the Primary School to alleviate parking concerns. This would provide capacity for long-term parking demand that currently spills to the surrounding road network. It is noted the provision of car parking for educational facilities is the responsibility of State Government. In the event a funding opportunity arises with the State Government and a contribution of at least 60% is obtained, consideration should be given by Council to fund the construction of a car park at Masons Lane Recreation Reserve.

Recommendation:

That Council;

1. **Notes the Bacchus Marsh Primary School Parking Study.**
2. **Writes to Bacchus Marsh Primary School outlining:**
 - a. **Recommendation to improve the existing set-down and collection area, including but not limited to linemarking amendments and providing a footpath along the back of kerb from the entry pathway to the front of the circulation area.**
 - b. **That Council will consider permitting use of Masons Lane Recreation Reserve for parking and a set-down/collection area, following the construction of a car park, necessary upgrades to the entrance road and pedestrian connections within the reserve with a 60% contribution to the cost.**
3. **Notifies Masons Lane Committee of Management of Council's decision.**
4. **Requests officers to implement other recommendations including the removal of 'safe routes to school' signage.**

Report Authorisation

Authorised by:

Name: Phil Jeffrey
Title: General Manager Infrastructure
Date: Wednesday, 25 March 2015

10.5 CORPORATE SERVICES

No reports for this meeting.

11. OTHER REPORTS

11.1 Assembly of Councillors

File No.: 02/01/002

Section 76(AA) of the Local Government Act 1989 defines the following to be Assemblies of Councillors; an advisory committee of the Council that includes at least one Councillor; a planned or scheduled meeting of at least half the Councillors and one member of council staff which considers matters that are intended or likely to be:

- the subject of a decision of the Council; or
- subject to the exercise of a Council function, power or duty by a person or committee acting under Council delegation.

It should be noted, an assembly of Councillors does not include an Ordinary Council meeting, a special committee of the Council, meetings of the Council's audit committee, a club, association, peak body or political party.

Council must ensure that the written record of an assembly of Councillors is, as soon as practicable .

- a) reported to the next ordinary meeting of the Council; and
- b) incorporated in the minutes of that council meeting. (s. 80A(2))

Council also records each Assembly of Councillors on its website at www.moorabool.vic.gov.au

A record of Assemblies of Councillors since the last Ordinary Meeting of Council is provided below for consideration:

- Assembly of Councillors . Wednesday 18 March 2015 . Review of Council Plan
- Assembly of Councillors . Wednesday 25 March 2015 . Review of Budget

Recommendation:

That Council receives the record of Assemblies of Councillors as follows:

- **Assembly of Councillors – Wednesday 18 March 2015 – Review of Council Plan**
- **Assembly of Councillors – Wednesday 25 March 2015 – Review of Budget**

11.2 Section 86 - Delegated Committees of Council - Reports

Section 86 Delegated Committees are established to assist Council with executing specific functions or duties. By instrument of delegation, Council may delegate to the committees such functions and powers of the Council that it deems appropriate, utilising provisions of the Local Government Act 1989. The Council cannot delegate certain powers as specifically indicated in Section 86(4) of the Act.

Section 86 Delegated Committees are required to report to Council at intervals determined by the Council.

Councillors as representatives of the following Section 86 . Delegated Committees of Council present the reports of the Committee Meetings for Council consideration.

Committee	Meeting Date	Council Representative
Bacchus Marsh Hall Committee of Management	13 November 2014 11 December 2014 22 January 2015	Cr. Spain
Development Assessment Committee	11 February 2015 11 March 2015	Cr. Comrie Cr. Dudzik Cr. Spain Cr. Tatchell

Recommendation:

That Council receives the reports of the following Section 86 - Delegated Committees of Council:

- **Bacchus Marsh Hall Committee of Management meeting of Thursday, 13 November 2014.**
- **Bacchus Marsh Hall Committee of Management meeting of Thursday, 11 December 2014.**
- **Bacchus Marsh Hall Committee of Management meeting of Thursday, 22 January 2015.**
- **Development Assessment Committee meeting of Wednesday, 11 February 2015.**
- **Development Assessment Committee meeting of Wednesday, 11 March 2015.**

11.3 Section 86 - Advisory Committees of Council - Reports

Section 86 Advisory Committees are established to assist Council with executing specific functions or duties.

Advisory Committees of Council currently have no delegated powers to act on behalf of Council or commit Council to any expenditure unless resolved explicitly by Council following recommendation from the Committee. Their function is purely advisory.

Section 86 Advisory Committees are required to report to Council at intervals determined by the Council.

Councillors as representatives of the following Section 86 . Advisory Committees of Council present the reports of the Committee Meetings for Council consideration.

Committee	Meeting Date	Council Representative
Audit and Risk Committee	26 November 2014	Cr. Spain Cr. Dudzik
Social Development Committee	18 March 2015	Cr. Comrie Cr. Dudzik Cr. Edwards
Place Making Committee	11 March 2015	Cr. Spain Cr. Sullivan Cr. Toohey

Recommendation:

That Council receives the reports of the following Section 86 Advisory Committees of Council:

- **Audit and Risk Committee meeting of Wednesday, 26 November 2014.**
- **Social Development Committee meeting of Wednesday, 18 March 2015.**
- **Place Making Committee meeting of Wednesday, 11 March 2015.**

12. NOTICES OF MOTION**12.1 Cr. Dudzik: N.O.M. No. 247 – Bus Shelter and Seating at Griffith Street and Bennett Street Bus Stops in Bacchus Marsh.****Motion**

That Council:

1. Write to Public Transport Victoria to request the installation of bus shelters and seating at both the Griffith Street and Bennett Street bus stops in Bacchus Marsh. Due to the proximity of these bus stops to aged care, senior citizen facilities and the shopping centre, seating is needed at these locations to assist the elderly and increase patronage. That the letter also request PTV to develop and provide a bus stops and shelters strategy for Bacchus Marsh in light of the recent implementation of new bus routes in the town.

Preamble

Public Transport Victoria is responsible for the provision of public transport services and associate infrastructure. Council however has a role to guide the development of passenger bus service, bus stops and shelters. Council also has an advocacy role for its constituents in relation to the provision of bus services and shelters. It has been identified by the public that shelters and seating are needed at these two locations to assist elderly residents.

13. MAYOR'S REPORT

To be presented at the meeting by the Mayor.

Recommendation:

That the Mayor's report be received.

14. COUNCILLORS' REPORTS

To be presented at the meeting by Councillors.

Recommendation:

That the Councillors' reports be received.

15. URGENT BUSINESS

16. CLOSED SESSION OF THE MEETING TO THE PUBLIC**Recommendation:**

That pursuant to the provisions of the Local Government Act 1989, the meeting now be closed to members of the public to enable the meeting to discuss matters, which the Council may, pursuant to the provisions of Section 89(2) of the Local Government Act 1989 (the Act) resolve to be considered in Closed Session, being a matter contemplated by Section 89(2) of the Act, as follows:

- (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**

17. MEETING CLOSURE